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# ~ 1999 ANNUAL REPORT ~



# ANDOVER

MASSACHUSETTS

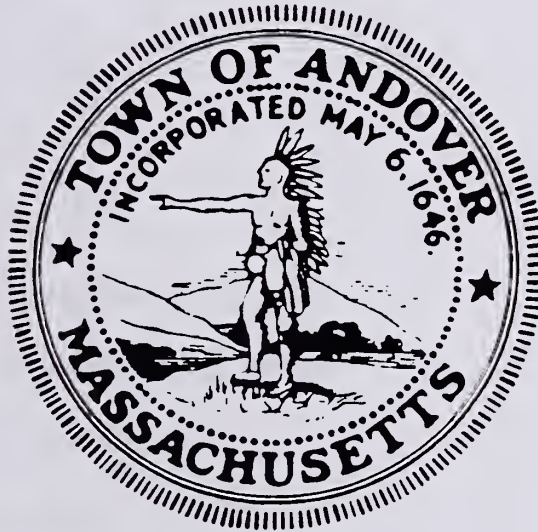


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# **TOWN OF ANDOVER**

## **1999 ANNUAL REPORT**



**PREPARED BY THE TOWN MANAGER  
PURSUANT TO THE PROVISIONS OF CHAPTER 40,  
SECTION 49 OF THE GENERAL LAWS OF THE  
COMMONWEALTH OF MASSACHUSETTS AND  
ARTICLE II, SECTION 4 OF THE GENERAL BY-LAWS OF  
THE TOWN OF ANDOVER**

**COVER PHOTO TAKEN AT THE PARK  
COURTESY OF ANDOVER RESIDENT ROBERT A. DENNIS**

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT



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# TOWN OF ANDOVER

## MASSACHUSETTS

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(508) 623-8200

To the Honorable Board of Selectmen and Citizens of Andover:

New Year's Eve, December 31, 1999 is when we chose to celebrate the new millennium, despite the debate presented by some who claim the new century and millennium really doesn't start until December 30, 2000! The Millennium Committee hosted a series of family events on New Year's Eve that entertained young and old alike. The evening laser shows were a delightful sight and sound celebration.

The 1999 Annual Town Meeting, conducted over four days in late April and early May, presented the Town Meeting members with 98 warrant articles to consider and act upon. At the conclusion of the meeting, it was felt by all that something needed to be done to limit the number of warrant articles as the meeting was becoming too cumbersome. During the year, the Town Clerk met with senior staff to find ways to streamline the meeting. The Town Moderator assembled a blue ribbon group to come up with improvement ideas. The League of Women Voters also examined the subject and issued a series of recommendations to make the meeting work better.

Some argue that Andover is becoming too big, too urban to conduct business through an Open Town Meeting. They suggest moving to a Representative Town Meeting or even becoming a city.

When the debate ends and the dust settles, it is doubtful that Andoverites will want to give up their Open Town Meeting. After all, Andover, with 31,000 residents and 19,000 registered voters, is the largest municipality in the world with the Open Town Meeting form of government where any one of the 19,000 registered voters can come to Town Meeting to stand up, speak directly and vote on their own behalf! Why give up our direct democracy?

Now, on the subject of the 1999 Annual Town Meeting, the following highlights were approved by the voters:

- Sewer Construction - South Main Street, Ballardvale Road and Rogers Brook areas. The sum of \$26.8 million was approved to extend the sewer system to cover an additional 1,500 homes. Sewer construction is expected to begin in the Summer of 2000 and continue for up to five years.



- Public Safety Center - North Main Street. The sum of \$12.9 million was appropriated for the construction of a new 46,410 sq. ft. police and fire station to replace the existing 23,245 sq. ft. station. The plans for the new facility were finalized in 1999 and demolition and construction is scheduled to start in June/July 2000.
- Lease Agreement with Phillips Academy for a Senior Center. Town Meeting gave the Board of Selectmen permission to lease Williams Hall from Phillips Academy for a new Senior Center for a term of thirty years. The Board approved the lease agreement in November and fundraising by the Friends of Andover Senior Center is now underway.
- New Elementary and Middle Schools - Planning Funds. The voters approved \$2.5million for architectural and engineering plans for a 564 student elementary school and 450 student middle school on a 37 acre site at High Plain Road and Cross Street.

Over the Summer, an architectural firm was hired and a new School Building Committee was formed. They went to work designing the new schools, meeting with faculty/staff, residents and neighbors to hear their concerns and expectations regarding these new educational facilities. As the year ended, the \$31.9M appropriation to construct the new schools and required sewer service will be on the Warrant for the 2000 Annual Town Meeting.

- Wetland Protection Bylaw - The Conservation Commission won approval from the Town Meeting members to create a local, non-zoning, wetlands protection bylaw to better protect the Town's wetlands and public water supply. During 1999, the Conservation Commission was at work drafting the necessary rules and regulations to put this local bylaw into effect.

Several important infrastructure and building projects were in the design/development, engineering or study phase in 1999.

- Essex Sand and Gravel Pit. The Department of Plant and Facilities engaged an engineering firm to study and report on the recreational land-use options for the old sand and gravel pit adjacent to Rec Park and Pumps Pond. Public meetings were held to obtain comments, reactions and recommendations from neighbors, youth sport leaders and environmentalists. A warrant article will be put forth at the 2000 Annual Town Meeting to appropriate \$1.1 million to construct three new ballfields and related improvements.
- Town Yard Study. The Department of Public Works and the Department of Plant and Facilities worked with a consultant on a needs and feasibility study and report for a new Town Yard to house their divisions either at the existing Lewis Street site or other locations in Town. By year end, the consultant reported that at least five acres in a rectangular shape would be needed for a yard. The current Lewis Street yard has only three acres in a triangular shape. Other locations are being considered, as well as the purchase of land/houses adjacent to the present yard to provide more growing room.

- Main Street and Downtown Improvements. The Planning Board and staff conducted six focus groups to obtain comments/recommendations on the proposed Main Street improvement project and other downtown issues with business owners, landlords and residents. The results of these meetings are summarized in a report drafted by a temporary planner.

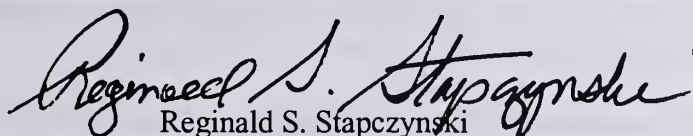
The \$2.5 million Urban Systems Grant from the Commonwealth for pedestrian and vehicular safety improvements was in design review most of the year because bike lane waivers were sought and rejected by the Massachusetts Highway Department. Lane widths and sidewalks were re-designed to address the bike lane issue and re-submitted to the Massachusetts Highway Department. Traffic calming, pedestrian safety and street amenities characterize the proposal. Once the Massachusetts Highway Department gives its approval to the plan, they will conduct a 25% design public hearing to receive public input and then direct the Town to proceed to design development.

In December, during their annual real estate tax classification deliberation, the Board of Selectmen voted to reduce the tax classification shift from 30% to 26%.

Last but not least, several employees deserve special acknowledgment. Thirty-year veteran Robert E. McQuade, Director of Public Works, retired in October and John J. Petkus, Jr. was selected as the new Director. Both Elaine M. Shola, Purchasing Agent, and Joseph R. Piantedosi, Director of Plant and Facilities, attended the Inspector General's classes and passed the exams to be recognized as Massachusetts Certified Public Purchasing Officials. John D. O'Donnell, Jr. passed an exam to become a Massachusetts Certified Arborist. Collector/Treasurer David J. Reilly received his certification to become a Certified Massachusetts Municipal Tax Collector. Morris B. Gray was promoted to the newly created position of Superintendent of Water and Sewer Distribution. William J. Krajeski, Chief Assessor, resigned during the Summer to take a position in the private sector, and Bruce A. Symmes was appointed as the new Chief Assessor.

As can be seen, the twentieth century closed on a note of progress marked by change. The voters can take pride in knowing that all elected and appointed officials are working in your best interest to make Andover a preeminent community in which to live, to raise a family and to earn a living. We look forward to hearing from you in the new century and the new millennium.

Respectfully submitted,

  
Reginald S. Stapczynski  
Town Manager





# TOWN OF ANDOVER

## MASSACHUSETTS

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(508) 623-8200

Dear Andover Citizens:

My greetings to all of you and best wishes for the coming year. Certainly we ended last year in a big way. The Millennium arrived with a laser show and plenty of action at the big New Year's Eve celebration in Andover. By all accounts, it was a fun-filled evening for all of the families who attended the party hosted by the Town. If anything, the event was too successful, judging by the size of the crowds. Stay tuned for more parties/events where we can all gather and celebrate together.

These celebrations signaled not only the beginning of a new century but the end of a very busy 1999 for the Town. It heralded what has so far been an even busier new year. The very active economy has certainly been felt in Andover as businesses are booming, creating growth in commercial property tax revenue for the Town and in excise taxes and in hotel/motel taxes. But this "success" has also created traffic tie ups, frustrations about the impacts on residential streets and neighborhoods, and concerns over our open space. The growth has also fueled our needs for new schools, new senior center, new youth center, new sewers, new ballfields, new public safety center and more. I encourage everyone to learn more about these and the other issues our Town is facing, and urge you to attend the Annual Town Meeting on April 24th & 25th and May 1st & 2nd. Your vote does count and your voice does need to be heard.

During the past year the Board of Selectmen have been actively pursuing several factors that influence the way the Town functions. One of my favorites has been our effort to give more recognition to the wonderful volunteers who help our Town to function so well. We have taken steps to address affordable housing concerns by reconstituting the Andover Housing Partnership Committee. Also, we have been able to increase communications between the School Committee, the Finance Committee and the Board of Selectmen through the Strategic Planning Task Force. There is certainly more to do but this group has been making progress as we struggle with the Town's budget and the forces that influence it. This Task Force has been struggling with the question, "where is the balance between the services the Town needs and the financial pressures they create for the taxpayer?"

In 1999 we witnessed a sad event when former Andover Selectman Janet Lake passed away. There has been a general passing of the torch, if I may use that phrase, at least at the Board of Selectmen level. After this year's Annual Town Election, the longest sitting member will have

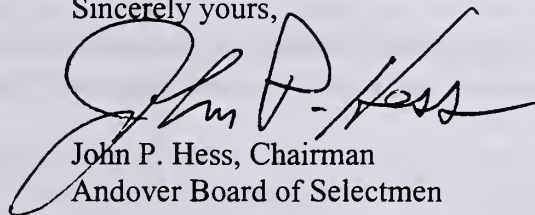


served for only three years. This transition period also has seen the appointment of a new Police Chief (1998), a new DPW Director (1999) and the expected new Fire Chief in the spring/summer of 2000. One change that wasn't a change was the re-appointment of the Town Manager after ten years of services to Andover.

We also have had, it seems, an unusual number of border disputes in the past year. Whether it is a cell tower to the north, industrial growth and traffic to the south, a paint plant to the west, or a housing complex to the east, we must find ways to better relate to our neighbor cities and towns so that we can try to control what happens and make the best possible decisions for Andover.

All of these changes are more reasons why we need your help and your suggestions for the Town. What is your vision for the community where you were born or where you have chosen to live? Let us know what you think; keep up the good work as volunteers throughout the Town; and let's make the next year as productive as the past!

Sincerely yours,

A handwritten signature in black ink, appearing to read "John P. Hess", written over the typed name.

John P. Hess, Chairman  
Andover Board of Selectmen

*The Town of Andover, more than a place to live, is a way of life. Its legacy of democracy shall be preserved. Each citizen should experience the treasure of nature, history, individual respect, neighborhood and learning. As resources and energy allow, each of these gifts from the past will be enriched in the present for those yet to be.*

VISION STATEMENT OF THE  
ANDOVER BOARD OF SELECTMEN



# TOWN OF ANDOVER

## MASSACHUSETTS

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(508) 623-8200

### MEMORANDUM

TO: Board of Selectmen  
FROM: Reginald S. Stapczynski, Town Manager  
SUBJ: 1999 Accomplishments  
DATE: December 31, 1999

This memo highlights some of the major accomplishments of each department for calendar year 1999. The items described represent a sampling of what we consider to be the most significant achievements of the year.

### POLICE DEPARTMENT

- Three Lieutenants and five Sergeants were promoted in order to provide adequate supervision within the various divisions.
- The Department received \$318,622 in state and federal grants for community policing initiatives, DARE and other informative/educational programs for community and departmental personnel.
- Implemented a Traffic Division in order to combat the increasing traffic related problems within the neighborhoods, and participated in various task forces and community groups in an effort to maintain the quality of life.
- A K-9 Unit was started through community policing funds and has been expanded into a drug detection unit through exhaustive training with the Boston Police K-9 Academy.

### FIRE DEPARTMENT

- Hired five new firefighters on the department and implemented Fire Academy training for all of them.
- Through the Fire Prevention Office, continue to maintain Andover as a fire safe community for its residents, visitors and people who work here.
- The Fire and Police Departments received approval for a \$12.9 million state of the art public safety facility that will allow for future expansion and provide quality public safety for the Town.

## DEPARTMENT OF PUBLIC WORKS

### Administration

- Department of Public Works Director Robert E. McQuade retired after 30 years of service to the Town. John J. Petkus, Jr. was appointed as the new Department of Public Works Director.

### Engineering Division

- Work was completed to estimate, quantify and prepare documents for the reconstruction and resurfacing of 56 Town roads totaling 10.7 miles in length at a cost of \$928,397.
- Eight thousand five hundred feet of existing sidewalks were designed and reconstructed on William Street, High Street and Locke Street for \$396,158. Survey and design work was also performed for future sidewalk reconstruction on Maple Avenue, Summer Street (Elm Street to Whittier Street), Andover Street (Woburn Street to High Vale Lane), River Street (Andover Street to house #57) and Chestnut Street.
- Preliminary work was performed with the Town's consultant for the design of the sewer extensions for the Rogers Brook Area, the South Main Street/Ballardvale Road Area, the Cross Street/Forest Hills Drive Area and Beacon Street.
- Preliminary work was performed with the Town's consultant for the design of repairs to the Hussey's Pond Dam and the River Street Bridge.
- Inspections and tests were performed on twelve active subdivisions and twelve industrial site developments to insure the proper installation of sewer mains, drain lines, roadways and sidewalks.

### Water & Sewer Division

- Andover's drinking water system produced over two billion gallons of water in 1999. Water quality surpassed all Federal and State Regulations. The Water Division was recognized for excellence in communications under the Safe Drinking Water Act Consumer Confidence Rule. It received a first place finish in Region I USEPA for its 1999 Water Quality Report.
- Pumped 1.31 billion gallons of sewage to the Greater Lawrence Sanitary District to be processed and disposed to meet Federal and State environmental regulations.
- Replacements of water mains: Windsor Street (entire length) and Brook Street (entire length), and sewer mains: Chestnut Street (Whittier Street-Bartlet Street), Central Street (Chestnut Street-Brook Street) and Brook Street (entire length).
- Morris Gray was promoted to the newly created position of Superintendent of Water and Sewer Distribution.



## Recycling

- Tons recycled:

	<u>FY-99</u>	<u>FY-98</u>
Steel/tin containers	8	7
Glass	423	431
Paper	2,357	2,213
Plastics (#1 & #2)	48	39
Aluminum materials	4	5

## DIVISION OF COMMUNITY SERVICES

- The Shawsheen Fields Playground was installed. This is the first new playground in fifteen years at the lower Shawsheen field. Renovations included masonry work to the walls, paving the track, curbing and parking lot improvements.
- Improvements to Pomp's Pond continues with the purchase of a new dock system. Over sixty individuals took advantage of the new sailing program. The sail fleet encompasses five sailboats.
- DCS was asked by the Church Basketball League to offer a youth league for elementary students in grades 1- 3. This new program was highly successful.

## DIVISION OF YOUTH SERVICES

- The Division of Youth Services was created in July. A new Program Assistant position was funded at the Annual Town Meeting to assist the Director of Youth Services in providing program and administrative support.
- The temporary skatepark was made permanent and additional improvements were made: new fence, landscaping, seal-coated surface and more ramps. A well-trained staff contributed to making this year as successful as the first year.
- Andover was one of three towns statewide to receive the Kenneth E. Pickard Municipal Innovation Award from the Massachusetts Municipal Association. The award recognized the Andover Community Skate Park as a unique and creative project. This two-year collaborative effort linked the Plant & Facilities Department, Board of Selectman, School Committee, Police Department and community organizations with the youth, produced one of the finest skateparks on the East Coast.
- AYS developed a multifaceted Summer Program that involved over one thousand young people. The ten-week program offered a wide variety of trips, adventures, camps, clinics, services and extended trips for young people 11-16 years old. Additions to the AYS Summer Program were the Summer Shack, an expanded Girls of Summer program, a Mountain Biking program, the Summer Track program and an Introduction to Lacrosse program for boys and girls 8-10 years old.

- For the first time in Andover High School history, a boy's lacrosse team took the field in competitive play. Led by Head Coach Wayne Puglisi, the team went on to have a wildly successful season. In 2000, the team will be elevated to Varsity status and there will be a JV team as well!

## DIVISION OF ELDER SERVICES

- The Division of Elder Services received the U.N./U.S. Committee on the International Year of the Older Person Award for excellence in intergenerational programs. The United Nations theme was: "Towards a Society for All Ages". The Division also received the ROSE Award from the Governor and the Executive Office of Elder Affairs for excellence in senior programming and services.
- Received grants to provide a new format for social day care services to reach out and help elders make the transition to social day care or provide respite to care givers.
- A transportation study was conducted by Merrimack College students and an agreement was reached with MVRTA for two additional vans.
- The Senior Center Building Committee and staff worked with the architects and Town departments on the development of the new Senior Center at Will Hall.

## COMMUNITY DEVELOPMENT AND PLANNING

### Building Division

- Participated in the interview process for the selection of the architectural firm for the new elementary and middle schools at Cross Street and High Plain Road and the Senior Center project.
- A second Local Building Inspector was hired filling all Building Division positions.
- Revised the filing fees for petitions to the Zoning Board of Appeals.
- Building Division proposed a successful Zoning By-Law change at the April Annual Town Meeting. This enabled the Division to enforce the removal of secondhand junk or scrap materials and trash stored in the open.

### Conservation Division

- Annual Town Meeting established a local Wetland By-law in order to better protect Andover's wetland resources and the Commission drafted the new Rules and Regulations to enforce the new By-law.

### Health Division

- Signed contact with NESWC/Lexington Regional Household Waste facility to provide residents with a disposal capacity alternative beyond the annual collection. Negotiated and implemented intermunicipal agreements with Wilmington, North Reading, and Chelmsford to provide additional household hazardous waste collection event days.
- Represented Andover's environmental and public health concerns regarding the proposed Dracut Power Plant as Intervener at the State Energy Facility Board and Dracut Special Permit hearings.
- Designed and implemented a waiver protocol for failed septic systems for the area proposed to be sewerer in South Andover.
- Expanded the Hepatitis B program at the Andover schools to include high school seniors.
- Upgraded Licensing and Certification Program and regulations for massage therapists to require national certification.

### Planning Division

- Reviewed and approved site plans for the new elementary and middle schools at Cross Street and High Plain Road.
- Conducted six successful downtown focus group meetings including the first meeting of downtown landlords and Town officials.
- Selected consultant and commenced work on Essex Street Corridor Study and Dascomb Road intersection and signal study.
- Made significant progress in establishing the Town-wide GIS system.

### MEMORIAL HALL LIBRARY

- Staff provided eight courses for the community on using the Internet and other electric resources. Approximately 20,000 individuals signed up to use the Internet and word processing software.
- The Library's in-house network was enhanced with better access to MVLC's web-based catalog. The Library's web page was redesigned to provide enhanced remote access to library services.
- The Library and Friends attracted over 7,950 people to book discussion groups, concerts and other special programs.
- The Children's Room welcomed 12,121 children to 371 programs including story hours,



clubs, films, concerts, plays and other events. Special efforts were made to develop collections in the area of social studies and science in response to new school curriculum guidelines.

#### FINANCE DEPARTMENT

- Maintained Aa1 bond rating from Moody's Investors Service, the second highest rating available for municipal governments.
- 
- Bruce Symmes was appointed as Chief Assessor for the Town. Mr. Symmes was recognized in the Summer of 1999 by Banker and Tradesman as one of 125 leaders making a difference in Massachusetts.
- Recognition of Elaine Shola, Purchasing Agent, as one of the first group of public purchasing officials to be awarded a Massachusetts Certified Public Purchasing Official designation under the Inspector General's certification program.
- Completed implementation of a new Financial Management System including payroll, accounts payable and general ledger accounting.

#### TOWN CLERK

- Successfully conducted one Town election and one Annual Town Meeting.
- Developed a business certification program for the office computers to replace a program that remained on the main frame computer.
- Computerized all vital record forms to allow for the printing of all vital requests.
- The record retention program was computerized to run reports of each department's stored records and provide for an orderly record disposal program.

#### VETERANS SERVICES

- Placed over three hundred Andover veterans on the VA drug prescription plan thus saving well over \$100,000 in prescription costs.
- Recovered and refurbished the Town's Grand Army of the Republic Cannon which was given to the Town in 1883. It was fired on Memorial Day, July 4<sup>th</sup>, Veteran's Day and to mark the Millennium observances.
- Produced three highly successful band concerts with a total attendance of over three thousand persons.
- Planned and coordinated military funerals with local veterans and area military units as requested by the families of veterans.

## PLANT AND FACILITIES

- Schematic Designs were completed for the following proposed projects: Public Safety Center, Middle and Elementary Schools and the Essex Sand and Gravel Pit sports fields. Site remediation work was completed and off-site improvements initiated to support the new Public Safety Center.
- Structural evaluation and schematic drawings were completed for the proposed Senior Center at Williams Hall on the Phillips Academy campus.
- Implemented many School Capital Improvement projects including: major HVAC upgrades at the Doherty Middle School, Bancroft School and West Elementary School; new windows installed at the Bancroft School, Doherty Middle School and the High School; new roof on the School Administration Building; paving of the parking lot and roadway at the Doherty Middle School; field irrigation systems; ADA improvements at Town and School buildings; carpeting, flooring and a new gym floor at the Shawsheen School and bleachers and fence at Andover High School Lovely Field.
- Implemented the Town Capital Improvement projects including: building addition and parking lot paving at the Red Spring Road facility; roof replacement at the Memorial Hall Library; Community Skate Park, HVAC improvements to Town Offices; new carpeting at the Memorial Hall Library, Town House and Town Offices; demolition of 19 Pearson Street and Spring Grove Cemetery drainage project.
- Implemented a new Arbor Day program, expanded tree planting and maintenance program and improved field irrigation and maintenance program.
- Jack O'Donnell, Superintendent of Parks, Grounds, Cemetery & Forestry, achieved the status of Certified Arborist by the Massachusetts Arborist Association. Joseph Piantedosi achieved the status of Massachusetts Certified Public Purchasing Official from the Inspector General's Certification Program.

## TOWN ACCOUNTANT

- Began multiple year implementation of the new Financial Management Software system as follows:
  - Completely restructured chart of accounts;
  - Instituted new payroll system; and
  - Instituted new accounts payable system.
  -
- Established funding mechanism for payments of benefits to employees as they retire. Obtained a \$300,000 appropriation at the Annual Town Meeting to reduce the Town's liability.
- Accelerated retirement funding schedule resulting in the retirement system being fully

funded ten years earlier.

- Created various brochures and conducted seminars to assist employees in understanding their retirement benefits and updated the beneficiary files of all retirees.
- Andover Contributory Retirement Board was commended for exemplary operation by the Public Employees Retirement Administration Commission.

## HUMAN RESOURCES

- Completion of the pay and classification project. All positions within Town government were given new up-dated job descriptions as well as a revised grade classification. Concomitant with the work on the classification plan was the completion of a wage and salary survey for the positions within the plan.
- Extensive accessibility audits and corrective measures were done on the Shawsheen School, Andover High School, West Middle School and the Town's election polling sites.
- Facilitated an extensive management-training program for management personnel and staff. This training included work with the Myers-Briggs Personal Style Inventory and assessment of each participants' management and communication styles.
- Ninety school-related hires over the summer months; most notable were an interim High School Principal, an Assistant Director of Pupil Personnel and a special education program for the high school. Most notable among the Town hires were an Assessor, a Director of Public Works and a Construction Project Manager to oversee major building projects.
- Re-certification of 95% of the public school teachers in accordance with the requirements of the Education Reform Act; participation in extensive training in interest-based collective bargaining; and the inoculation of Parks and Ground Division employees against Lyme disease.

## BOARD OF SELECTMEN

- Endorsed a policy for the Use of Non-Motorized Transportation.
- Voted to re-appoint the Town Manager for another five-year term.
- Reduced the Real Estate Tax Classification shift from 1.3% to 1.26%.
- Approved a thirty-year lease agreement between the Town and Phillips Academy for the use of Williams Hall as a Senior Citizens Center.



## **FINANCE & BUDGET DEPARTMENT**

*The mission of the Finance Department is to build and reinforce confidence in Town financial management by managing and planning all financial functions in an efficient, cost effective and responsive manner, and, through a collaboration of team efforts, provide departments and the public with the necessary information to assure accuracy, accountability and justification.*

### **FINANCE ADMINISTRATION**

The Town Manager's Recommended Fiscal Year 2000 Budget was released on February 5, 1999. During the months of February, March, and April more than 20 meetings were held with the Board of Selectmen, Finance Committee and department heads to review the budget and warrant article requests and prepare recommendations for the Annual Town Meeting.

On April 14, 1999 the Finance Committee Report was mailed to over 11,300 households. The Annual Town Meeting began on April 25, 1999 and the Fiscal Year 2000 operating budget (Article 4) was adopted in the amount of \$87,158,741. This budget was an increase of 9% from the fiscal year 1999 operating budget of \$79,932,208.

Some of the major accomplishments for 1999 follow:

- Town and School staff continued to work on implementing the new finance and accounting software system for payroll accounts payable, revenue and general ledger.
- With the approval of the Board of Selectmen, the Department prepared a bond issue of \$4,375,000 for various capital projects. Moody's Investors Service continued Andover's Aa1 bond rating (the second highest rating possible). Only 17 Massachusetts municipalities have a bond rating of Aa1 or higher. The lowest competition bid on the bond issue was awarded at an interest rate of 4.55%.
- The Department coordinated the successful interdepartmental Y2K Compliance project.
- Town's web site: [www.town.andover.ma.us](http://www.town.andover.ma.us) was expanded. New material included 1999 Town Meeting Warrant and Recommended Budget; Board of Selectmen and staff e-mail addresses; 1999 Town Meeting results, Rogers Brook/South Main sewer plans, Town recycling calendar, DPW Annual Water Quality Report and the Community Services course catalogue.
- Bruce Symmes was hired as the Town's Chief Assessor upon the resignation of William Krajewski, who left to pursue a career in the private sector. Mr. Symmes was recognized by Bankers and Tradesman during the Summer as one of 125 Massachusetts professionals at the annual "Leaders Making a Difference" ceremony.

## **ASSESSOR**

The Board of Assessors is responsible for the valuation of all real estate and personal property items in the Town. The Board hears appeals in these two categories along with motor vehicle excise. The Assessors are also responsible for the awarding of nearly 350 property tax exemptions on an annual basis. Major exemption groups include senior citizens, disabled veterans, widows and widowers, and individuals classified as blind.

The Board of Assessors also conducts revaluations of all property on a triennial (every three years) basis. Fiscal Year 2000 was the revaluation year. The Board is responsible for meeting all Massachusetts Department of Revenue guidelines for property valuations, reporting of valuations and tax billing.

The Assessor's Division gathers vast amounts of property and ownership related information that is available to the general public. Total valuations are now available on the Town's web site. More than 1,000 requests for public records and information are received and processed on an annual basis.

## **CENTRAL PURCHASING**

In 1999 the Central Purchasing Division processed approximately 1,125 purchase orders and 6,957 requests for payment for the Town, and 3,969 purchase orders for the School Department. During this period there were approximately 72 bids and 11 requests for proposals which were advertised and officially opened. The continued utilization of the State bid contracts available to cities and towns has provided numerous benefits to the taxpayers of Andover.

Throughout 1999 Andover has initiated a number of Cooperative Bids as well as participated in a number of these bids with other communities. Under Massachusetts General Laws, two or more political subdivisions may jointly purchase goods or services through the bidding process. Some of the items purchased were: paper products for copy machines, Police vehicles, road salt, chemicals, fuel oils, vehicle fuels, elevator services, electrical services, office supplies, equipment and furniture, and school athletic and student voluntary insurance.

Some of the major requests for proposals and bids solicited in 1999 were:

- Window Replacement at the Doherty Middle School, Bancroft School and Andover High School
- Sewerage and Drainage Work Improvements (Brook Street, Chestnut Street & River Street)
- Ventilation of crawl spaces at the Doherty Middle School
- Second Floor Unit Ventilator Replacement at the Bancroft School
- Unit Ventilator Replacement at West Elementary School
- Installation of Playground Equipment and Surfacing at the Lower Shawsheen Park
- Sewer Extension at West Elementary School - Beacon Street
- Replacement of the Bancroft School Wheelchair Lifts
- Old Gymnasium Heating and Ventilating System Improvements at West Elementary School
- Design and Construction Administration Services for two schools

- Architectural and Engineering Services for proposed Senior Center at Williams Hall, Phillips Academy
- Environmental/Asbestos Consulting Services for Town and School Buildings
- School Bus Transportation
- Installation of Irrigation System at two fields at Andover High School
- Installation of Rubber Sports Flooring at the Shawsheen School Gym
- Fire Utility Vehicle
- Miscellaneous Road Materials
- Installation of Bleacher Kick Plates and Planks at Lovely Field, Andover High School
- Doherty School Basement Asbestos Abatement
- Asbestos, Duct Cleaning and Lead Removal at various Town locations
- Lease or Purchase of a Digital Recording System for Andover Police Department
- Boiler Feed Unit Replacement at West Middle School
- Removal and Replacement of Roofing at the Memorial Hall Library and the Town Offices
- Maintenance Service for Dynac Scada System at the Water Treatment Plant
- Master Plan Study of the Lewis Street DPW Yard
- Essex Gravel Pit Fields Preliminary Design and Engineering Services

The Office of Central Purchasing is also responsible for administering the contract compliance of Andover's Affirmative Action Plan as well as the insurance coordination and risk management for all Town and School Departments. Health and personal insurance, however, are handled by the Human Resources Department. Central Purchasing handled approximately 35 casualty and property claims over the year with 25 of these claims resulting in \$64,591.17 being recovered for the Town.

### **COLLECTOR/TREASURER**

The Collector/Treasurer's Division is responsible for the collection, investment and disbursement of all Town monies. Some of the highlights for 1999 are as follows:

- Collected and processed several old outstanding tax title accounts.
- Significant time was spent, as in previous years, on tax titles and foreclosure proceedings.
- Successfully processed over 50,000 real estate and personal property bills and payments as well as 30,000 excise tax bills and payments.
- Borrowed \$4,375,000 at a low rate of 4.55%.
- Helped to maintain Andover's high bond rating of Aa1.
- Treasurer passed certification for becoming a Certified Massachusetts Municipal Tax Collector.
- Finalized plans for Y2K readiness.



- Implemented new payroll and revenue systems, which occupied a lot of time testing, proving, and reviewing procedures and reports to assure a smooth transition from 1998 through 1999.

Dollars for Scholars is a national non-profit organization that formed an Andover chapter in 1997 with the acceptance of Article 27 at the 1997 annual Town Meeting. During 1999 several fund raising events were held and donations received from many Andover residents that resulted in 38 scholarships awarded in the amount of \$40,900 to deserving Andover students pursuing their further education.

Balance as of January 1, 1999	\$50,146
Income - Donations, Gifts	69,036
Expenses - Scholarships	<u>42,197</u>
Balance as of December 31, 1999	\$76,985

### **INFORMATION SYSTEMS**

The Information Systems Division is responsible for hardware, software and computerized data used in municipal operations including financial records, word processing documents, electronic transmission and other varied electronic files. This Division supports all users of the network and strives to meet the many diversified needs of town government administration.

Highlights for 1999 include:

- Successfully addressed all Y2K compliance issues for December 31, 1999.
- Completed the installation of the wide-area network, adding four new sites during 1999, for a total of 10 municipal buildings connected. The wide network allows sharing of data, access to separate computer systems, and provides email and Internet capability.
- Implemented new Financial Management software modules including Payroll/Personnel, Accounts Payable, General Ledger.
- Continued to assist with Town Web site improvements as well as the implementation of the new Government Bulletin Board on Channel 22.

## TAX RATE RECAP

	<u>FY1997</u>	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>
<b>EXPENDITURES</b>				
Appropriations & Articles	\$71,609,767	\$75,772,606	\$84,013,091	\$90,543,749
Other Local Expenditures:				
Tax Title Purposes	40,000	40,000	40,000	5,000
Final Court Judgements	115,000	0	0	0
Overlay/ Other Deficits	1,135,896	588,013	222,026	134,632
Revenue Offsets/Cherry Sheet	<u>68,758</u>	<u>64,552</u>	<u>60,847</u>	<u>71,235</u>
Total Local Expenditures	1,359,654	692,565	322,873	210,867
State and County Charges	999,101	1,020,557	953,160	978,837
Overlay Reserve for Abatements	<u>819,112</u>	<u>926,191</u>	<u>916,444</u>	<u>915,104</u>
<b>TOTAL EXPENDITURES</b>	\$74,787,634	\$78,411,919	\$86,205,568	\$92,648,557
<b>EST. RECEIPTS &amp; OTHER REVENUE</b>				
Estimated Receipts from State:				
Cherry Sheet Estimated Receipts	\$5,713,130	\$7,794,113	\$8,508,402	\$9,473,948
Cherry Sheet Estimated Charges	<u>39,631</u>	<u>5,837</u>	<u>5,390</u>	<u>0</u>
Total from State	5,752,761	7,799,950	8,513,792	9,473,948
Estimated Local Receipts:				
Local Estimated Receipts	5,032,000	5,945,000	6,281,000	7,136,000
Offset Receipts	699,000	980,451	1,181,725	1,154,247
Enterprise Funds	7,653,620	7,726,937	8,001,185	8,754,691
Revolving Funds (53e 1/2)	<u>400,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Local Receipts	13,784,620	14,652,388	15,463,910	17,044,938
Free Cash and Other Revenue:				
Free Cash - Articles	715,834	465,645	1,828,435	2,947,008
Other Available Funds	<u>369,133</u>	<u>233,732</u>	<u>2,017,957</u>	<u>239,560</u>
Total Other Appropriations	1,084,967	699,377	3,846,392	3,186,568
Free Cash - Operating Budget	1,500,000	300,000	300,000	1,204,000
Total Estimated Receipts	22,122,348	23,451,715	28,124,094	30,909,454
Total Property Taxes	<u>52,665,286</u>	<u>54,960,204</u>	<u>58,081,474</u>	<u>61,739,103</u>
<b>TOTAL REVENUES</b>	\$74,787,634	\$78,411,919	\$86,205,568	\$92,648,557

## VALUATIONS AND TAX RATES

	<u>FY1997</u>	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>
TOTAL VALUATION (IN THOUSANDS)	\$3,091,930	\$3,156,121	\$3,472,883	\$3,867,601
RESIDENTIAL TAX RATE	15.48	15.82	15.17	14.65
COMM, IND, PER PROP TAX RATE	22.57	22.90	21.74	20.11
EQUALIZED TAX RATE	17.03	17.41	16.72	15.96

## WATER AND SEWER ENTERPRISE FUNDS

Statement of Revenues, Expense and Changes in Fund Equity  
Fiscal Year Ended June 30, 1999

	<u>Water Enterprise</u>	<u>Sewer Enterprise</u>
<b><u>OPERATING REVENUES</u></b>		
Charges for Services	\$6,095,523	\$2,267,539
<b><u>OPERATING EXPENSES</u></b>		
Cost of Services and Administration	2,323,433	1,210,777
Debt Service-Principal	1,680,750	374,350
Debt Service-Interest	<u>628,330</u>	<u>183,681</u>
<b>TOTAL OPERATING EXPENSES</b>	4,632,513	1,768,808
<b>OPERATING INCOME (LOSS)</b>	1,463,010	498,731
<b><u>NONOPERATING REVENUES</u></b>		
Intergovernmental	0	7,809
Investment Income	<u>77,959</u>	<u>29,316</u>
<b>TOTAL NON-OPERATING REVENUES</b>	77,959	37,125
<b>NET INCOME BEFORE TRANSFERS</b>	1,540,969	535,856
<b><u>OPERATING TRANSFERS</u></b>		
Transfers out	0	0
Indirect costs transfer out	<u>(748,741)</u>	<u>(210,861)</u>
<b>TOTAL OPERATING TRANSFERS</b>	(748,741)	(210,861)
<b>NET INCOME(LOSS)</b>	792,228	324,995
<b>RETAINED EARNINGS/FUND BALANCES</b>		
Beginning of Fiscal Year	\$1,206,216	\$541,902
<b>RETAINED EARNINGS/FUND BALANCES</b>		
End of Fiscal Year	\$1,998,444	\$866,897

From Town of Andover Annual Audit Report for Fiscal Year ending June 30, 1999 (Powers and Sullivan, CPA)



# **WATER AND SEWER DEBT SERVICE (FY1999)**

Principal

Interest

## **WATER DEBT**

WATER MAINS	ART 37, 1987	20,000.00	650.00
TREATMENT PLANT	ART 1A, 1987	155,000.00	5,037.50
ADVANCE REFUNDING	ART 1A, 1987	232,500.00	22,552.50
ADVANCE REFUNDING	ART 1A, 1987	54,250.00	8,209.82
WATER MAIN CONST	ART 37, 1987	35,000.00	11,255.00
WATER MAIN CONST	ART 46, 1992	180,000.00	49,975.00
BANCROFT PUMPING ST	ART 53, 1992	55,000.00	13,997.50
TREATMENT PLANT	ART 1A, 1987	10,000.00	1,005.00
WATER MAIN	ART 46, 1992	45,000.00	10,105.00
BANCROFT PUMPING ST	ART 53, 1992	65,000.00	9,985.00
ADVANCE REFUNDING	ART 1A, 1987	72,000.00	108,475.00
WATER IMPROVEMENTS	A15,85/16,85/1A,87		
ADVANCE REFUNDING	ART 1A, 1987	313,000.00	69,811.00
ADVANCE REFUNDING	ART 1A, 1987		23,401.00
WATER BONDS	ART 37, 1987	40,000.00	45,218.00
WATER MAINS	ART 46, 1992	14,000.00	15,119.01
WATER PLANNING	ART 53, 1994	40,000.00	2,925.00
WATER PLANT IMPROVEMENTS	ART 32, 1995	50,000.00	17,625.00
WATER MAINS	ART 33, 1995	55,000.00	47,382.50
FISH BROOK IMPROVEMENTS	ART 31, 1995	25,000.00	15,175.00
WATER MAIN CONSTRUCTION	ART 46, 1992	15,000.00	7,832.50
WATER PUMP ST. REPAIR	ART 46, 1993	10,000.00	6,070.00
WATER TRMT PLANT IMP	ART 32, 1995	50,000.00	21,250.00
WATER MAIN CONSTRUCTION	ART 46, 1992	25,000.00	10,025.00
WATER DIST IMPROVEMENT	ART 24, 1996	120,000.00	81,585.00
WATER DIST IMPROVEMENT	ART 24, 1996		5,153.75
WATER MAINS	ART 61, 1998		10,866.25
FISH BROOK	ART 63, 1998		7,643.75
		<u>1,680,750.00</u>	<u>628,330.08</u>

## **SEWER DEBT**

SANITARY SEWER	ART 18, 1985	34,000.00	3,298.00
SEWER-NORTH STREET	ART 33, 1989		
SEWER- NORTH STREET	ART 41, 1991	30,000.00	7,635.00
ADVANCE REFUNDING	A21,84;26,85		
ADVANCE REFUNDING	A21,84/26,85	230,000.00	85,100.00
ADVANCE REFUNDING	ART 28, 1989	60,350.00	9,122.80
ADVANCE REFUNDING	ART 28, 1989		16,973.00
SEWER PILGRIM/PIONEER	ART 32, 1997	20,000.00	8,352.50
SEWER MAYFLOWER	ART 35, 1997		6,970.00
SEWER PLANS	ART 31, 1998		29,055.00
SEWER BROOK/CHESTNUT	ART 33, 1998		8,231.25
PLANS - ROGERS BROOK	ART 34, 1998		6,705.00
SEWER BALMORAL	ART 51, 1998		2,238.75
SEWER PLANS SO MAIN ST	ART 31, 1998		
SEWER PLANS ROGERS BROOK	ART 34, 1998		
SEWER PLANS FOREST HILLS	ART 20, 1999		
SEWER CONST BEACON ST	ART 43, 1999 -20-		
		<u>374,350.00</u>	<u>183,681.30</u>

# TOWN OF ANDOVER FISCAL YEAR 1999

## TEN TOP TAXPAYERS

TAXPAYER NAME	PROPERTY TYPE	TOTAL TAXABLE REAL PROPERTY	TOTAL TAXABLE PERSONAL PROPERTY	TOTAL TAXABLE REAL ESTATE	TOTAL TAX ASSESSED	PERCENT OF TOTAL LEVY
1) Andover Mills Realty Ltd Partnership	Commercial	\$64,149,500	\$0	\$64,149,500	\$1,391,947.97	2.397%
2) Raytheon	Industrial	\$49,160,300	\$1,000,000	\$50,160,300	\$1,088,444.94	1.874%
3) Hewlett-Packard Company	Industrial	\$43,349,300	\$0	\$43,349,300	\$942,413.78	1.623%
4) Genetics Institute, Inc.	Industrial	\$32,010,500	\$0	\$32,010,500	\$695,908.27	1.198%
5) Lincoln Andover LLC (Pulnam Investments)	Commercial	\$27,853,100	\$0	\$27,853,100	\$605,078.32	1.042%
6) Gillette Company	Industrial	\$26,760,500	\$0	\$26,760,500	\$581,773.27	1.002%
7) Massachusetts Electric Co.	Ind/Utility	\$1,560,900	\$22,957,060	\$24,517,960	\$526,873.56	0.907%
8) Eisai Research Institute	Office/Ind	\$23,308,300	\$0	\$23,308,300	\$506,722.44	0.872%
9) C A Investment Trust	Resd/Comm	\$27,044,300	\$337,850	\$27,382,150	\$499,731.89	0.860%
10) New England Tel. & Tel.	Ind/Utility	\$7,253,900	\$14,407,900	\$21,661,800	\$470,927.53	0.811%
<b>Total</b>		<b>\$302,450,600</b>	<b>\$38,702,810</b>	<b>\$341,153,410</b>	<b>\$7,309,822</b>	<b>12.585%</b>
<b>Grand Value</b>		<b>\$341,153,410</b>				

## FIVE ADDITIONAL TOP TAXPAYERS

TAXPAYER NAME	PROPERTY TYPE	TOTAL TAXABLE REAL PROPERTY	TOTAL TAXABLE PERSONAL PROPERTY	TOTAL TAXABLE REAL ESTATE	TOTAL TAX ASSESSED	PERCENT OF TOTAL LEVY
Interstate/GCL Partners LP (Andover Marriott)	Commercial	\$18,246,100	\$1,039,230	\$19,285,330	\$419,263.07	0.722%
Digital Equipment Corp.	Industrial	\$17,308,949	\$0	\$17,308,949	\$376,296.55	0.648%
Vicor Corp	Industrial	\$16,372,700	\$0	\$16,372,700	\$355,942.50	0.613%
One Hundred Minuteman LP	Commercial	\$14,972,200	\$0	\$14,972,200	\$325,495.63	0.560%
Merrimack Mutual Fire Insurance Co.	Commercial	\$13,829,600	\$490,000	\$14,319,600	\$311,308.10	0.536%
<b>Total</b>		<b>\$80,729,549</b>	<b>\$1,529,230</b>	<b>\$82,258,779</b>	<b>\$1,788,306</b>	<b>3.079%</b>
<b>Grand Value</b>		<b>\$82,258,779</b>				

## FIFTEEN TOP REAL ESTATE ASSESSMENTS

TAXPAYER NAME	PROPERTY TYPE	TOTAL TAXABLE REAL PROPERTY	PERCENT OF TOTAL VALUE	TOTAL TAXABLE REAL ESTATE	TOTAL TAX ASSESSED	PERCENT OF TOTAL LEVY
1) Andover Mills Realty Ltd Partnership (Brickstone)	Office	\$63,651,600	1.833%	\$63,651,600	\$1,328,189.67	2.287%
2) Hewlett-Packard Company	Industrial	\$42,795,700	1.232%	\$42,795,700	\$980,021.53	1.687%
3) Genetics Institute, Inc.	Industrial	\$31,614,100	0.910%	\$31,614,100	\$723,962.89	1.246%
4) Lincoln Andover LLC (Pulnam Investments)	Office	\$27,853,100	0.802%	\$27,853,100	\$618,496.50	1.065%
5) Raytheon Co	Industrial	\$27,003,700	0.778%	\$27,003,700	\$618,384.73	1.065%
6) Gillette Company	Industrial	\$26,730,000	0.770%	\$26,730,000	\$555,250.84	0.956%
7) Bolger, David F Rev Tr (Raytheon)	Hotel	\$21,854,500	0.629%	\$21,854,500	\$498,831.18	0.859%
8) InterStone/CGL Partners (Andover Marriott)	Office	\$18,246,100	0.525%	\$18,246,100	\$417,835.69	0.719%
9) Eisai Research Institute	Office	\$17,872,500	0.515%	\$17,872,500	\$409,280.25	0.705%
10) Digital Equipment Corp.	Industrial	\$15,601,826	0.449%	\$15,601,826	\$357,281.82	0.615%
11) One Hundred Minuteman LP	Industrial	\$14,972,200	0.431%	\$14,972,200	\$236,860.20	0.408%
12) Merrimack Mutual Fire Insurance	Office	\$13,289,600	0.383%	\$13,289,600	\$303,268.67	0.522%
13) Fifty Minuteman LP	Office	\$12,849,600	0.370%	\$12,849,600	\$293,227.87	0.505%
14) Brookside Estates LP	Apartments	\$12,849,600	0.370%	\$12,849,600	\$203,280.67	0.350%
15) Two Hundred Minuteman LP	Office	\$12,545,700	0.361%	\$12,545,700	\$287,296.53	0.495%
<b>Totals</b>		<b>\$359,729,826</b>	<b>10.358%</b>		<b>\$7,831,469.04</b>	<b>13.484%</b>

# TOWN OF ANDOVER FISCAL YEAR 1999

## ANNUAL PROPERTY VALUATIONS

PROPERTY TYPE	FISCAL 1999		FISCAL 1998		FISCAL 1997	
	#ACCOUNTS	ASSESSMENT	#ACCOUNTS	ASSESSMENT	#ACCOUNTS	ASSESSMENT
Single Family	8,144	\$2,319,521,250	8,100	\$2,131,037,500	8,051	\$2,097,830,800
Condominiums	923	\$83,313,500	923	\$78,127,100	921	\$77,918,400
Multi-Family	381	\$127,390,300	389	\$120,503,400	393	\$124,232,100
Vacant Land	625	\$44,289,900	671	\$46,259,600	752	\$50,889,700
Other Residential	134	\$12,710,650	132	\$11,284,800	134	\$11,519,900
Commercial	258	\$283,628,027	262	\$210,993,647	249	\$199,866,092
Industrial	142	\$280,834,100	147	\$264,225,700	156	\$269,810,300
Mixed Use	191	\$253,707,800	197	\$228,654,100	184	\$201,173,500
Personal Property	367	\$67,487,130	356	\$65,035,210	348	\$58,689,120
Total Taxable	11,165	\$3,472,882,657	11,177	\$3,156,121,057	11,188	\$3,091,929,912
Total Exempt	895	\$349,735,800	896	\$312,965,800	900	\$306,534,200
Total All Property	12,060	\$3,822,618,457	12,073	\$3,469,086,857	12,088	\$3,398,464,112

## ANNUAL MOTOR VEHICLE EXCISE TOTALS

CATEGORY	1999	1998	1997	1996	1995	1994
# Comments	6	11	10	10	10	8
# Bills Issued	30389	31,450	31,259	30,624	29,429	30,623
Total Excise Tax	\$3,799,903	31739989	\$3,439,963	\$3,135,663	\$2,903,930	\$2,603,788

(1)1999 figures as of 3-1-2000

## ANNUAL EXEMPTION TOTALS

TYPE	FISCAL 1999		FISCAL 1998		FISCAL 1997	
	# ISSUED	AMOUNT	# ISSUED	AMOUNT	# ISSUED	AMOUNT
Widows/Widowers	58	\$18,583	69	\$20,006	66	\$18,997
Veterans	176	\$95,613	179	\$84,713	184	\$73,311
Blind	21	\$16,761	21	\$14,495	25	\$18,094
Seniors	56	\$44,881	65	\$50,057	65	\$49,286
Deferrals	5	\$13,163	5	\$13,009	9	\$25,985
Hardship	1	\$1,050	1	\$1,026	1	\$1,004
Total Exemptions	317	\$190,051	340	\$183,306	350	\$186,677

## ANNUAL ABATEMENT REQUESTS

FISCAL YEAR	# REQUESTS	NOTES
1995	238	
1996	230	
1997	437	(revaluation year)
1998	117	
1999	169	
2000	225	(revaluation year)



## TOWN COUNSEL

During 1999, Town Counsel made numerous appearances before State Courts and Administrative Boards. Formal legal opinions were researched and rendered to Town officials. Court challenges to decisions by the Town's boards and commissions were defended by Town Counsel.

Special Town Counsel was involved in the extensive proceedings at the Energy Facilities Siting Board regarding the proposed power plant in Dracut.

Town Counsel had conferences with the Town Manager and other Town officials on almost a daily basis. Town Counsel reviewed all Articles of the Warrant and attended all Town Meetings. During the period covered by this report, contracts were drawn and reviewed and numerous deeds, easements, releases and agreements were drafted and recorded.

Town Meeting adopted a comprehensive general bylaw to protect the wetlands, related water resources and adjoining land areas in the Town by controlling activities likely to have a significant or cumulative effect upon the important public values of those areas.

## TOWN CLERK

*The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records and to act in the best interest of the community and the State by providing innovative, efficient, quality services.*

The Town Clerk's Office continued to implement the computerization of its functions in 1999. Completed were the processing of vital requests, the management of the record storage program for departments in the Town Offices and business certificates. The Office continued to work on the reorganization of the Town Offices vault and a computerized inventory of its contents.

In 1999, the Town Clerk's Office assumed the responsibility of the management of the Government Channel on cable television. The Office will be responsible for providing the Town's cable viewers with the important communications concerning governmental functions and committee information.

### DEPARTMENT STATISTICS:

The Town Census was mailed to 11,168 households in January, 1999. The population at the completion of the census was 29,846.

The 1999 Annual Town Election provided the following registered voter results:

<u>Election</u>	<u>Date</u>	<u>No. of Voters</u>	<u>% of Voters</u>
Town Election	March 23	2,424	13%

The year ended with 18,733 registered voters and was divided into eight precincts as follows:

Precinct 1:	2,080	Precinct 4:	2,350	Precinct 7:	2,235
Precinct 2:	2,430	Precinct 5:	2,585	Precinct 8:	2,439
Precinct 3:	2,165	Precinct 6:	2,449		

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Births Recorded:	341	345	327
Marriages Recorded:	189	174	177
Deaths Recorded:	251	258	261
Dog Licenses Sold:	2204	2041	2147
Fishing & Hunting Licenses Sold:	630	560	454
Business Certificates Filed:	126	112	148
Uniform Commercial Code Filings:	462	514	594
Registered Voters:	991	1689	1348

MONIES COLLECTED:

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Marriage Licenses	2,850.00	2,655.00	2,670.00
Certified Copies:	10,851.00	11,313.50	10,619.50
Uniform Commercial Code Filings:	6,249.32	5,861.00	7,032.00
Miscellaneous License Income:	11,250.00	11,955.00	12,615.00
Liquor Licenses Income:	97,905.00	97,345.00	101,025.00
Business Certificate Filings:	3,045.00	2,630.00	3,605.00
Miscellaneous Income:	5,829.05	6,108.55	4,845.40
Dog Licenses:	17,954.00	14,469.00	18,911.00
Non-Criminal Violations:	1,925.00	790.00	720.00
Copies of Public Records:	105.80	543.20	315.30
Fishing & Hunting Licenses:	<u>13,479.55</u> *	<u>12,880.20</u> **	<u>11,271.75</u> ***

TOTAL MONIES COLLECTED:    \$171,443.72    \$166,550.45    \$173,629.95

\*        \$13,247.75 in fees were sent to the State Division of Fisheries and Wildlife and \$231.80 was retained by the Town of Andover.

\*\*       \$12,658.75 in fees were sent to the State Division of Fisheries and Wildlife and \$221.45 was retained by the Town of Andover.

\*\*\*     \$11,079.00 in fees were sent to the State Division of Fisheries and Wildlife and \$192.75 was retained by the Town of Andover.



## COMMUNITY DEVELOPMENT & PLANNING

### BUILDING DIVISION

*The Building Division's mission is to ensure the health, safety and welfare of the Town's residents and visitors, as well as to protect the value of the historic district and historic structures in the Town through the enforcement of State and local laws, by-laws and regulations.*

The Building Division is charged with the enforcement of The Commonwealth of Massachusetts Building Code, 780 CMR, Architectural Access Board Rules and Regulations, 521 CMR, The Zoning Act, Chapter 40A of the Massachusetts General Laws, the Andover Zoning Bylaw, Article VIII, Section 33, Demolition of Historically Significant Buildings, Section 36, Ballard Vale Historic District Bylaw and Section 37, Chimneys, of Article XII of the Town of Andover Code of Bylaws, as well as other applicable Town and State laws and regulations. The Building Division reviews all documentation (plans and specifications) submitted with applications for permits and issues all permits required for construction and other applicable activities for which permits are required by law. The Division performs all required site inspections as well as Code mandated safety inspections. The Building Division responds to customer inquiries, complaints and emergencies. Finally, the Building Division assists other Divisions of the Department of Community Development and Planning, as needed, in their permit processing and enforcement and attends, when necessary, Zoning Board of Appeals, Planning Board and other Commission meetings.

### BUILDING DIVISION STATISTICAL INFORMATION

	<u>1997</u>	<u>1998</u>	<u>1999</u>
New Dwellings	78	68	55
Additions/Alterations to Single Family Dwellings	722	699	715
New Multi-Family Dwellings	0	1	4
Additions/Alterations to Multi- Family Dwellings	12	13	21
New Commercial & Industrial Buildings	8	1	11
Additions/Alterations to Commercial and Industrial Buildings	132	138	128
Schools/Public Buildings	42	32	36
Swimming Pools	29	26	25
Signs, Chimneys, Woodburning Stoves, Raze Permits	134	128	166
Certificates of Inspection	21	35	21
Total Fees Collected	\$658,594	\$458,506	\$760,895
Total Estimated Value	\$89,706,007	\$59,998,444	\$101,562,600

## **ELECTRICAL**

The purpose of the Massachusetts Electrical Code is safeguarding the general public and property from the hazards arising from the use of electricity. The Electrical Inspector is responsible for reviewing and granting permits and scheduling inspections on a daily basis for residential, commercial and industrial jobs, assisting the Police and Fire Departments in the investigation of accidents and fires. Electrical work includes, but is not limited to, wiring for lighting, power, fire alarms, security alarms, telephone and other similar devices, installation of equipment for emergency power, generators, transformers, switch gear equipment, panel boards and similar equipment. The Electrical Inspector also reviews violations of the Electrical Code and inspects the corrective work for protection of the users and cooperates with the various electric companies that service the area.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Electrical Permits	1,137	1,178	1,238
Fees Collected	\$78,285	\$66,244	\$109,699

## **PLUMBING AND GAS FITTING**

All plumbing and gas fitting installations are controlled through enforcement of the Commonwealth of Massachusetts State Uniform Plumbing and Gas Code, formulated by the Board of State Examiners of Plumbers and Gas Fitters under Massachusetts General Laws, Chapter 142.

The Plumbing and Gas Inspector issues permits for the installation of gas piping, plumbing and sewer installations and repairs. Inspections are conducted as necessary to ensure compliance with State Codes. Complaints and violations are also investigated and corrected or reported to the proper authorities.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Plumbing Permits	767	850	786
Fees Collected	\$38,707	\$32,443	\$41,648
Gas Fitting Permits	510	605	508
Fees Collected	\$14,706	\$13,810	\$13,334

## **ZONING BOARD OF APPEALS**

The Andover Zoning Board of Appeals is authorized to function under the General Laws of the Commonwealth of Massachusetts, Chapter 40A, applicable sections of Chapter 40B and the Town Zoning Bylaw. The Board meets on the first Thursday of each month in Memorial Hall at the Memorial Hall Library, Elm Square. Five regular members and four associate members are appointed by the Board of Selectmen. The public hearings by the Board are the result of applications in the following areas:

- A variance from the requirements of the Zoning Bylaw;

- A special permit under the Zoning Bylaw;
- A person aggrieved by the decision of the Inspector of Buildings or other Administrative official; or
- Permission to construct low or moderate income housing within the Town of Andover (Comprehensive Permit).

Prior to the hearings, applications are reviewed and pertinent plans and sketches are requested, legal advertisements are published and abutters are notified as required by law. The public hearings are conducted by the Chairman in conformity with the Board of Appeals Rules and Regulations. Following the hearings, the members of the Board, when deemed necessary, view each property in question and hold a deliberation meeting thereafter. Based on the evidence presented at the hearing, and the applicable laws, a decision is rendered, signed and filed with the Town Clerk and the Registry of Deeds.

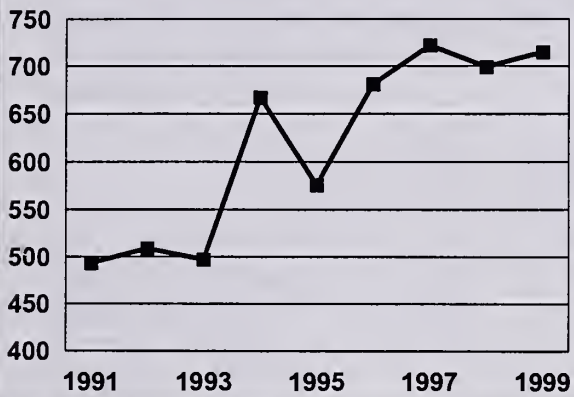
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Number of Regular Meetings	13	13	12
Deliberation Meetings	13	16	14
Petitions Filed	122/128*	110/120*	115/122*
Petitions Granted	101	103	92
Petitions Denied	17	15	17
Petitions Withdrawn or Dismissed	10	10	13
Fees Collected	\$15,494	\$19,075	\$12,832

\* Some petitions contained requests for both variances and special permits.

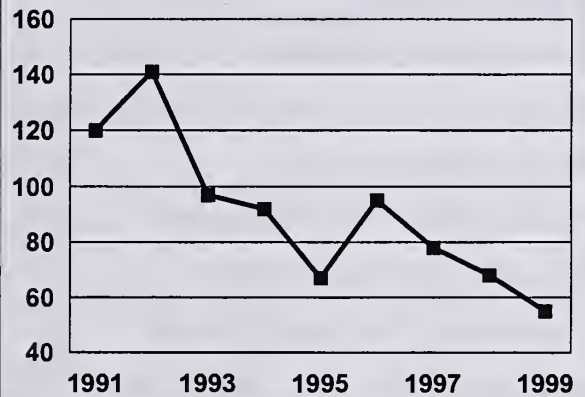


## BUILDING DIVISION STATISTICS

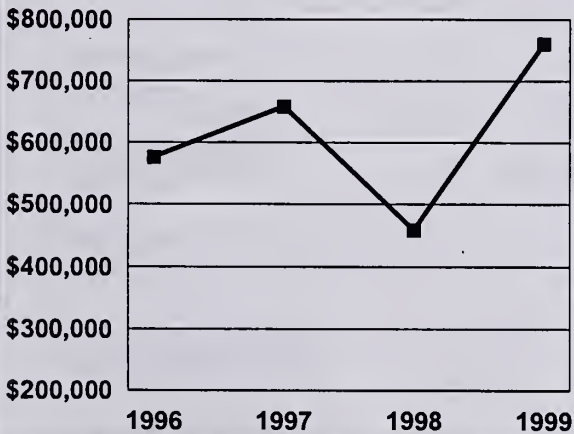
### SINGLE FAMILY ADDITIONS & ALTERATIONS



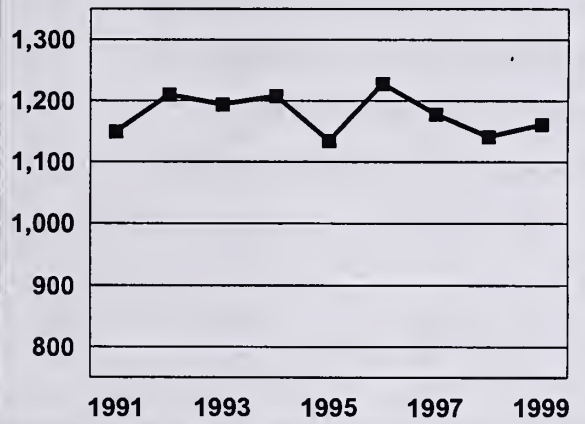
### SINGLE FAMILY NEW DWELLINGS



### PERMIT FEES



### BUILDING PERMITS



## CONSERVATION DIVISION

*The mission of the Conservation Commission is to protect Andover's natural resources and to act as trustees in perpetuity of the Town's conservation land.*

In 1999, the Conservation Commission acquired approximately 59 acres of land for conservation purposes. Approximately 1,728 acres of land are under the control and custody of the Commission for conservation purposes.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Conservation Commission Meetings	24	22	26
Pre-filing Conferences			25
Public Hearings & Meetings	339	374	266
Abbreviated Notices of Resource Area Delineation			6
Orders of Conditions Issued	30	40	25
Amended Orders of Conditions Issued	6	7	6
Certificates of Compliance Issued	36	23	57
Determinations of Applicability Issued	168	153	113
Notification of Satisfactory Completion of Work	21	44	34
Findings of Significance Issued	34	68	55
Enforcement Orders Issued	8	9	4
Emergency Certifications	4	6	8
Acres of Conservation Land Acquired	60	8.5	59
Conservation Restrictions Established	1	0	0
Wetland Filing Fees Collected	\$13,217	\$14,389	\$8,618
Expenditures from Conservation Fund	\$1, 360,000	0	\$14,000

## **HEALTH DIVISION**

*The mission of the Andover Board of Health is to promote and protect the public health including the physical, mental, emotional and social wellness of all the people.*

The Health Division encompasses all phases of health administration, including planning, evaluation, budgeting, enforcement, inspection and pseudo adjudicatory proceedings. The Sanitarians supervise the inspection and public health education programs in matters dealing with State Sanitary Code and the State Environmental Code. The Public Health Nurse is primarily responsible for all medical clinical administrative matters. The Director of Public Health assumes primary responsibility for coordination among the various boards in permit granting and proper land use, specifically in the area of environmental protection issues (i.e. septic system design, wetland pollution, water quality protection). The Director designs programs and implements policies as proposed by the Andover Board of Health to meet the health needs of the community. The Board of Health consists of three volunteer members appointed by the Town Manager for staggered three year terms.

### **ACTIVITY REPORT**

	<b><u>1997</u></b>	<b><u>1998</u></b>	<b><u>1999</u></b>
Board of Health Meetings	12	11	12
Plan Reviews	312	287	168
Restaurant Inspections	290	232	203
Complaints & Investigations	283	245	147
Administrative Hearings	2	6	3
Court Actions	2	4	3
Fees Collected	\$71,907	\$95,162	\$80,101

### **CLINIC REPORT**

	<b><u>1997</u></b>	<b><u>1998</u></b>	<b><u>1999</u></b>
Outreach Clinics	33	34	27
Attendance	351	372	334
Senior Center Clinics	47	50	51
Attendance	699	687	868
Office Visits	243	99	120
Home Visits	5	4	9
Influenza Immunization	1269	1324	1650
Pneumonia Immunization	32	51	83
Cholesterol Screening Clinics	9	9	9
Attendance	131	120	100
Glucose Screening Clinics	1	0	0
Attendance	6	0	0



CLINIC REPORT (Continued)

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Mantoux Tuberculin testing Attendance	117	96	99
Positive Reactor Follow Up	41	13	12
T.B. Clinic Case History, Appointments & Follow Up	16	9	10
Hepatitis B Immunization Clinics - Hepatitis B Vaccine			
Doherty Middle School	499	265	193
West Middle School	412	218	167
Andover High School	-	89	84
Total	911	572	444

NON-COMMUNICABLE REPORTABLE DISEASES

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Other Mycobacterium	0	*1	0
*A Typical Mycobacteria Avium			

COMMUNICABLE DISEASES

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Animal Bites	38	33	21
Chicken Pox	142	15	7
Campylobacter	3	7	3
Cyclospora	1	0	0
E.coli 0157.H7	0	1	1
Giardia	0	3	13
Hepatitis A	0	0	2
Hepatitis B	4	5	4
Hepatitis C	0	1	5
Lyme Disease	2	3	2
Pertussis	1	3	3
Measles (Rubeola)	7	0	0
Meningitis (Bacterial)	0	4	0
Meningitis (Viral)	4	4	0
Salmonella	7	4	4
Shigella	0	0	1
Strep Pneumonia	0	1	1
Tuberculosis	1	0	0
Legionella	0	1	0
Yersinia Enterocolitica	0	1	0

## **HEALTHY COMMUNITIES TOBACCO AWARENESS PROGRAM**

*The mission of the Healthy Communities Tobacco Awareness Program is to educate community residents about the health risks of smoking; eliminate youth access to tobacco; promote the health of residents, particularly children, by reducing public exposure to secondhand smoke; and provide free quit smoking classes.*

The Healthy Communities Tobacco Awareness Program is a collaborative program between the Andover Board of Health and the Boards of Health in five other communities (Dracut, Methuen, Middleton, North Andover and Topsfield). The Program works to promote and enforce policies and regulations to protect the public from exposure to environmental tobacco smoke, promote and enforce regulations to eliminate youth access to tobacco products, educate the community about the health risks of smoking and help smokers quit smoking.

The Program staff, which consists of a Program Director and two Health Educators, conducts enforcement activities, provides technical assistance around policy development and implementation, conducts public education and outreach activities, and facilitates free smoking cessation groups in community settings and in worksites. The Program is funded by the Massachusetts Department of Public Health's Tobacco Control Program with the 25 cent excise tax on cigarettes. Since the inception of the Massachusetts Tobacco Control Program in 1992, statistics show the program is achieving success in reducing its goals.

- Adult smoking prevalence in Massachusetts has declined by 22.6% to 19.1% since the program began, resulting in 150,000 fewer smokers in the state.
- Overall cigarette consumption in Massachusetts has declined by 30% since 1992, compared to a decrease of just 8 percent in the rest of the country (excluding California).
- Those who smoke in Massachusetts are smoking less. The proportion of smokers who smoke 15 or more cigarettes per day declined from 69% in 1993 to 59% in 1999.
- Among Massachusetts smokers who try to quit, the success rate has increased from 17.1% in 1993 to 24% in 1999.
- 30% of Massachusetts youth report recent smoking (within the last 30 days). This rate as remained constant while youth rates have increased dramatically throughout the country.

### **Enforcement of Regulations Restricting the Sale of Tobacco Products to Minors**

The following is an overview of monitoring activities by Healthy Communities Tobacco Awareness Program throughout the six communities of its service area to ensure that retailers are not selling tobacco products to minors.

	January 1998	June 1998	Fall 1998	Winter 1999	Summer 1999	Fall 1999
# Vendors Inspected	114	114	76	75	95	106
# Illegal Sales	1	0	11	9	3	9
Compliance Rate	99%	100%	86%	88%	97%	92%

Beginning in 1999, Healthy Communities expanded the frequency of its enforcement activities, and these activities will be further expanded in the Spring of 2000. The Program has begun to issue tickets/fines for violations of youth access regulations in Andover, Methuen and North Andover. Healthy Communities continues to conduct outreach and education to all tobacco retailers in our communities.

### Quit Smoking Classes

During 1999, Healthy Communities continued to offer smoking cessation classes at Holy Family Hospital in Methuen on a monthly basis. In addition, Healthy Communities began offering worksite cessation groups. All cessation services are provided free of charge.

In 1999, 109 individuals who had completed smoking cessation groups at least six months previous were sent follow-up surveys. Survey results were as follows:

- 38 individuals responded to the survey (a 34% response rate).
- Of those who responded, 18 individuals reported that they are still smoke-free. If it is assumed all of the individuals who failed to respond to the survey are still smoking (which is likely an overestimate), the quit rate would be 16.5%.



## PLANNING DIVISION

*The mission of the Planning Division is to ensure the orderly growth and development of the Town through sound planning practices and through the implementation of the recommendations of the Master Plan.*

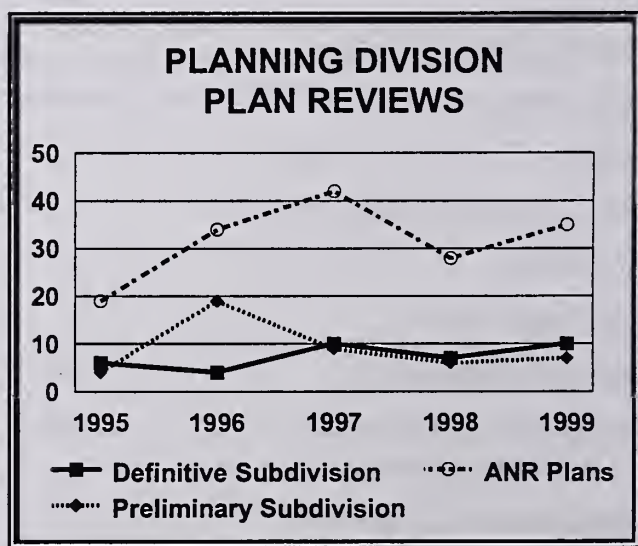
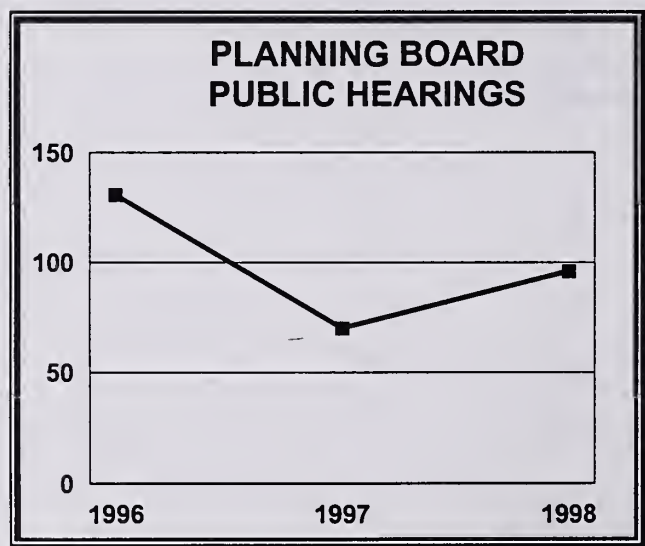
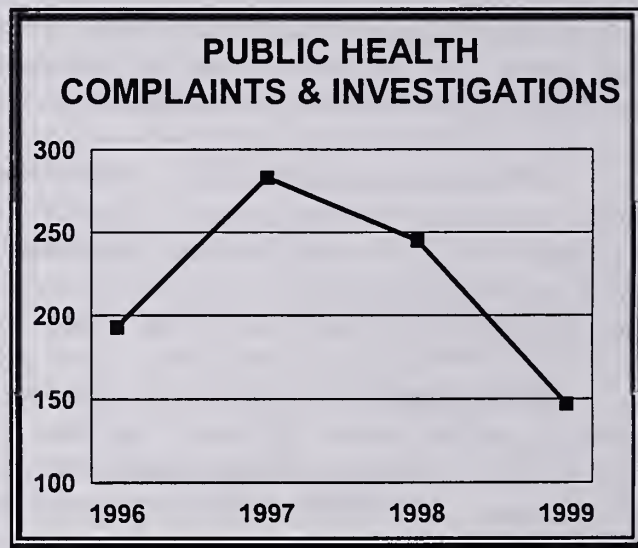
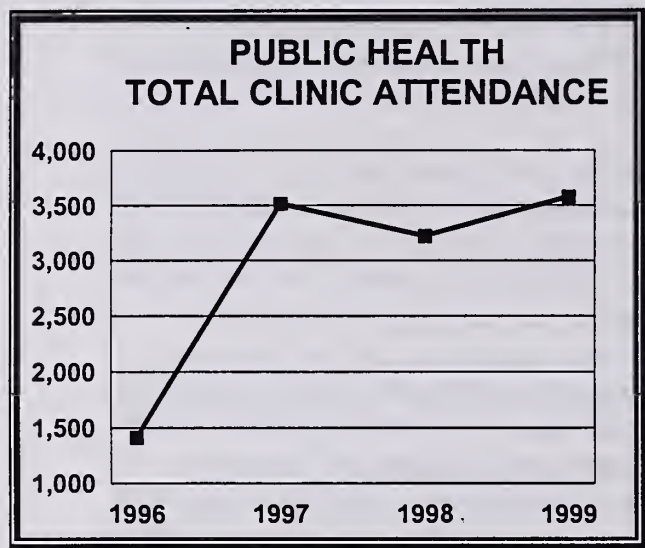
Throughout 1999 the Planning Division continued its efforts toward downtown improvements and work on major transportation system projects. By the end of the year the planners had organized and participated in more than a half dozen public forums on the \$2.5 million Main Street project and related downtown issues, and we continued work on transportation projects such as River Road, Dascomb Road, and Burtt Road. Staff also assisted in developing the scope of two major studies to be undertaken in year 2000; one for the I-93 corridor in Andover and Methuen, and the other for improvements to the Ballardvale and Andover MBTA commuter stations.

1999 saw the completion of the new plaza on Park Street and the occupancy of a new office building on the former Krinski property. The division staff continued its work on the development of a sophisticated Geographic Information System (GIS) which we hope will be operational by the end of year 2000. This system will provide the town with a significantly enhanced record keeping and retrieval system for our land use and infrastructure data.

Development activities in the industrial areas, which had experienced a sharp increase in the previous year, had leveled off but still continued at a steady pace. 1999 saw an increase in hotel development, with two new hotels in construction, one awaiting construction, and two more on the drawing board. 1999 also saw the construction of the Town's first multi-level parking garage at the Genetics Institute facility. Two additional parking garages at other industrial sites in the near future.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Planning Board Meetings	25	26	22
Public Hearings Held	131	70	96
Definitive Subdivision Plans	10	7	10
Preliminary Subdivision Plans	9	6	7
ANR Plans	42	28	35
Site Plan Reviews	7	7	1
Special Permits issued	36	22	28
Lot Releases and Clearance Certificates issued	103	72	80
Warrant Articles Reported	32	39	37
Subdivision Guarantees	\$493,420	\$242,264	\$263,053
Street Acceptances	9	7	2
Revenues Generated	\$273,554	\$182,976	\$135,768

## PUBLIC HEALTH AND PLANNING STATISTICS



## **PLANT & FACILITIES DEPARTMENT**

*The mission of the Plant and Facilities Department is to provide responsive and cost effective maintenance services to all Town and School buildings, parks and grounds, vehicle maintenance, cemetery, forestry and other areas within their responsibility.*

The Plant and Facilities Department provides scheduled and non routine maintenance services to all Town and School buildings, parks and grounds, cemetery, forestry and vehicle operations. Additionally, the Department is responsible for the following:

- Implementation of all major buildings and grounds capital projects including new building construction projects, landscape and field projects and driveway and parking areas.
- Town and School building and field rental functions and the Town House (Old Town Hall).
- Managing the Town's fuel depot.
- Spring Grove Cemetery operations.
- Compliance with environmental, health and safety regulations.
- Custodial services in all Town buildings.
- Traffic lights.
- Trash pickup at Town and School buildings.
- Town-owned street lighting.
- Town switchboard operations.
- Bald Hill leaf composting facility.

### **ADMINISTRATION**

The Plant and Facilities Department is managed by a Director who is supported by three Superintendents, an Administrative Assistant, Construction Project Manager, Vehicle Maintenance Foreman, Work Control Center Coordinator, Purchasing/Inventory Coordinator, Accounts Payable Clerk, part time Telephone Operator/Receptionists and a diverse group of skilled and semi-skilled maintenance trades persons, vehicle mechanics, grounds and tree workers, and custodians.

#### **Administration's Major Accomplishments**

##### **Major Capital Projects:**

- Schematic design completed for the new Public Safety Center, Middle and Elementary School, and Senior Center Projects.
- Schematic design completed for the proposed Essex Sand and Gravel Pit sport fields and other site improvements.
- Town Yard Space Needs study draft presented to the Selectmen.
- Design work and off site improvements initiated in support of the Public Safety Project including demolition of 19 Pearson Street and site remediation work at the Public Safety site.



### Support Functions:

- New Project Manager hired to replace a vacancy.
- New Accounts Payables Clerk hired to replace a vacancy.
- New improved project tracking system established.
- Y2K corrective actions implemented for all Plant and Facilities systems including: Energy management systems and controls, computerized preventive maintenance and etc.

### BUILDING MAINTENANCE AND MECHANICAL/ELECTRICAL DIVISION

The Building Maintenance and Mechanical/Electrical Divisions are supervised by two superintendents and provide all maintenance services including electrical, mechanical, plumbing, carpentry, painting and security to all Town and School buildings which total in excess of a 1.2 million square feet. Additionally, they provide custodial services to Town buildings, maintain traffic signals and exterior Town-owned light poles and manage all building-related capital projects.

During 1999 these two divisions completed 4,381 work orders.

	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>
Town	1,108	1,325	1,158	1,472
School	<u>1,813</u>	<u>2,626</u>	<u>2,552</u>	<u>2,909</u>
Total*	2,921	3,951	3,710	4,381

- \* Does not include 252 work orders that were used to track Town and School capital projects.

### Building Maintenance Division Accomplishments

- New exterior windows (gym windows pending) at the Doherty Middle School and Bancroft School.
- New ADA door hardware installed at the Bancroft School and West Middle School.
- New carpeting in the administrative offices at the South School.
- New stage curtains in the auditorium and gym at the West Elementary School.
- New carpeting in Pod B at the West Elementary School.
- Oil tank controls and other construction corrective actions completed at the Sanborn School.
- New additional windows installed in the 2<sup>nd</sup> & 3<sup>rd</sup> floor classroom wing at the High School.
- ADA improvements at the High School, Collins Center and Shawsheen School - electric door and drinking fountains.
- New carpet/tile in the main office area at the West Middle School.
- Weight room floor filled in at the West Middle School.
- All main corridors on the first level were painted at the West Middle School.
- New carpet/tile - art room, kindergarten & music room at the Shawsheen School.
- New gym floor at the Shawsheen School.
- Red Spring Road building addition to Maintenance Building.
- New roof on the School Administration Building.

- Two new classrooms added at Doherty Middle School - cafeteria and wood shop areas.
- New vinyl tile installed in main hallway at the Bancroft School.
- Installed new bathroom doors and hardware at the High School.
- New roof installed at Memorial Hall Library - Phase II.
- New carpeting installed at the Town House, Library and Town Offices.
- Safety fence and guards installed on bleachers at Lovely Field

### Mechanical/Electrical Division Accomplishments

- New lighting - Doherty Middle School Music and Band Rooms.
- New emergency generator and emergency electrical panels - Doherty Middle School.
- Upgraded electrical receptacle in Doherty Middle School Science wing to ground fault type.
- New ventilation system installed in the Doherty Middle School basement areas.
- New unit ventilators installed on the second floor of the Bancroft School.
- Bancroft Cafeteria and Gym air handlers upgraded to direct digital controls (DDC).
- New sink added to the Science Room at the Bancroft School.
- Two new electric wheel chair lifts installed at the Bancroft School.
- Twelve new exhaust fans installed at the Bancroft School.
- New kitchen ventilation distribution system at the South School.
- South School Cafeteria stage lighting installed.
- Eleven new unit ventilators installed at West Elementary School.
- New master clock bell system installed at West Elementary School.
- New air handler in old Gym at West Elementary School.
- Fire alarm system upgrades completed at West Elementary School.
- New cafeteria and art room sinks installed at West Elementary School.
- Two computer rooms air conditioning systems installed at West Elementary School.
- Three new water coolers installed at Sanborn School.
- New lighting installed main corridors and other areas at Shawsheen School.
- Y2K compliance implemented for all Town/School facilities including HVAC controls, energy management system, emergency generators, elevators, etc.
- Electrical survey conducted for all Town/School buildings.
- Extensive preventive maintenance completed for all Town/School buildings.
- New variable speed drives and DDC controls installed in School Administration area.
- HVAC improvements Town Office building
- Asbestos inspection completed in all schools.
- Installed traffic signal preemption systems at three key intersections on Route 133.

### PARKS, GROUNDS, CEMETERY AND FORESTRY DIVISION

The three Parks and Grounds Divisions (Parks and Grounds, Cemetery and Forestry) are independent and interdependent. They operate under the supervision of one superintendent and share some equipment and work together on special projects. The three divisions perform many tasks seemingly unrelated to their principal horticultural maintenance duties, such as providing support to parades and other holiday events, litter control, trash removal, recycling, flagpole maintenance, fence/gate/backstop repairs, drainage connections, snow removal and moving heavy items such as the whiskey barrels used as planters in the downtown area and building and repairing

park benches and tables.

During 1999 these Divisions completed 135 work orders (Town 97 - Schools 38) totaling \$543,774 labor and materials.

## **PARKS AND GROUNDS DIVISION**

This division maintains 2.75 million square feet of ballfields and 1.4 million square feet of lawn areas. Ballfields and lawns are located on all School grounds and other Town property such as Recreation Park, Ballardvale Playground, Upper and Lower Shawsheen, the Bowling Green, parks, playgrounds and designated islands, triangles and other parcels throughout the Town. Ballfields are prepared (groomed and lined) for all secondary school athletic events. Turf maintenance consists of mowing, aerating, watering, over-seeding, liming fertilizing and weed and insects control. Pesticide operations are conducted by trained and licensed personnel using approved pesticides and application methods. This division also maintains small trees, shrubs and shrub beds on Town property and is responsible for snow removal at all Town buildings.

### **Parks & Grounds Division Accomplishments**

- High School Varsity football & baseball field irrigation systems installed.
- Shawsheen School exterior drainage project and new play field implemented.
- New fence installed at the north end of Lovely Field.
- Implemented improved athletic field maintenance program.
- Doherty School parking lot and roadway paving.
- New paving work completed Red Spring Road parking area.
- Sanborn School parking lot drainage corrections and upper field irrigation system (donated).
- Skate Park completed.
- South School play field renovations and under ground sprinklers (donated).
- West Elementary baseball infields upgraded.

## **CEMETERY DIVISION**

Spring Grove Cemetery on Abbot Street is owned and operated by the Town of Andover. The cemetery contains approximately sixty acres and is approximately 75% developed. During 1999, there were 92 burials and 117 grave sites were sold. Cemetery operations and maintenance includes burials, mowing, trimming, turf care, pruning of shrubs and small trees, leaf pickup, town wide snow removal, and other tasks including grounds maintenance in Recreation Park and special projects at other Town facilities.

### **Cemetery Division Accomplishments**

- Installation of an irrigation system at the Veteran's Memorial Park.
- Continued improvements to the overall appearance and upkeep of the cemetery.
- Over 1200 feet of new drainage pipe installed to correct a major drainage problem.



## **FORESTRY DIVISION**

The Forestry Division is responsible for the maintenance of all Town owned trees.. The majority of their time is spent pruning trees, clearing storm damage, flat clearing areas of undesirable vegetation and removing obstructions at intersections and curves for improved visibility. The Forestry Division also mows roadsides throughout the Town and maintains the Bald Hill compost site.

### **Forestry Division Accomplishments**

- Completed tree inventory for the Shawsheen and Ballardvale areas of Town.
- Completed all pruning work identified in the "Downtown Tree Inventory" report.
- Awarded a grant from Mass Relief to plant street trees.
- Coordinated the grinding and screening of compost at Bald Hill for use on athletic fields.
- Distributed 2000 Douglas Fir trees to Andover school children on Arbor Day.
- Planted 40 new Town trees plus 64 trees in support of DPW sidewalk projects.
- Responded to approximately 175 calls from Town residents for tree problems.

## **VEHICLE MAINTENANCE DIVISION**

The Vehicle Maintenance Division is supervised by a working foreman and the Director of Plant and Facilities. This division provides maintenance to all Town vehicles and major pieces of equipment including fire apparatus, police cruisers, DPW trucks and equipment, Plant & Facilities trucks and equipment, Town wide emergency generators, and other support vehicles and coordinates the purchasing for new vehicles. This division processed 1398 work orders in 1999.

### **Vehicle Maintenance Division Accomplishments**

- Implemented expanded preventative maintenance program.

## **MUNICIPAL BUILDINGS DIVISION**

This division of the Plant and Facilities Department is responsible for scheduling and renting school facilities during after school hours, as well as scheduling and renting School and Town athletic fields, Recreation Park and the Town House function facility on Main Street.

### **Schools**

The overall number of school rentals and uses during 1999 was 5,493 which is a 4% increase over 1998. Overall, gymnasium spaces continued to comprise the majority of the rental and scheduling contracts, with use of the auditoriums, cafeterias and other spaces making up the remainder of the scheduled uses. Figures below do not include rentals or uses of the Andover High School athletic fields, gymnasium, field house or Collins Center, which are all scheduled through the School Administration Offices.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Permits Issued:	4,190	5,264	5,493
Community Services/Town	36.3%	43.2%	46.3%
Private Rentals	39.7%	39.3%	32.9%
School Events	24%	17.5%	20.9%

### **Fields**

School and Town playing fields continued to be rented to capacity in 1999 due to the growing number of participants in youth and adult sports leagues. A new program was instituted in 1999 to “rest” one field per year. This program is needed to improve field conditions which had been deteriorating due to overuse. The number of field permits issued in 1999 is lower than the prior year as fewer fields are available - not because of a decline in the demand for fields. In fact, the demand for playing fields continues to exceed capacity.

Youth athletic leagues such as Little League and the Andover Soccer Association continued to comprise the majority of field rentals with scheduling for Town-sponsored recreation programs, Andover Junior Football League, Andover Girls Softball League and the Andover adult sports leagues making up the remainder of uses. Due to the great demand for field by Andover sports leagues, less than 1% of the total number of rentals were to private or business organizations.

New programs such as boys and girls lacrosse sponsored by both Andover High School and Andover Youth Services continues to draw more participants each year. These programs and the increasing draw of the youth sports leagues continue to add to the existing scheduling constraints on Town and School fields which are booked to maximum capacity Monday through Saturday each week during each sports season.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Permits Issued:	2,323	3,016	2,706
Youth Leagues	81.2%	81.8%	81.2%
Community Services/Youth			
Services/School	12.5%	14.8%	13.4%
Private Rentals/Adult Leagues	6.3%	3.4%	5.5%

### **Rec Park**

Recreation Park is available for private rentals on weekends from April to October. During weekdays, the Park’s softball field and tennis courts are scheduled for Community Services tennis classes, recreational programs and a co-ed softball league. The total number of scheduled uses was up 40%. A 50% increase in the number of Andover School and Town recreation department program at the Park account for the majority of the overall increase. Uses by private renters and youth sports leagues remained nearly the same.

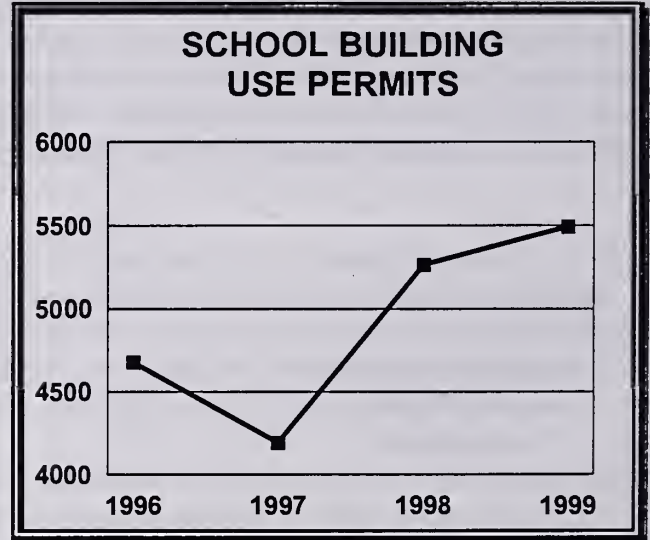
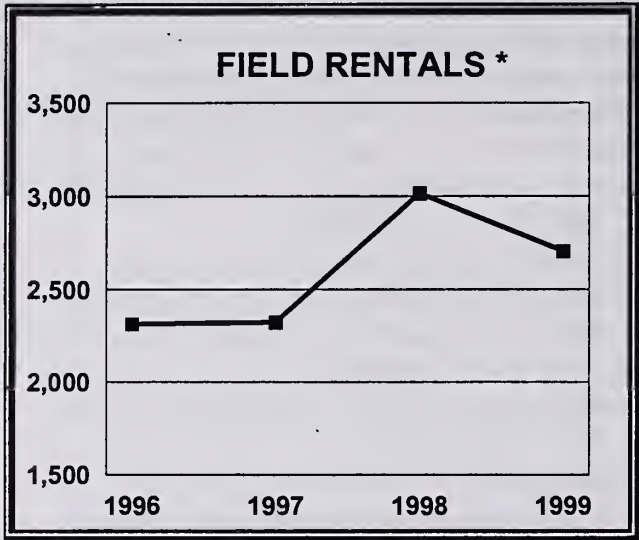
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Rentals/Uses:	191	166	235
Community Services/Town	134	119	180
Youth Leagues	17	9	12
Private Rentals	40	38	33

### **Old Town Hall**

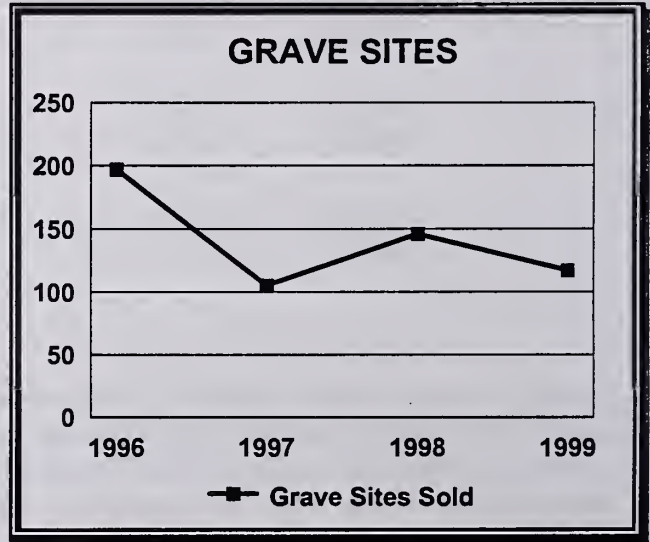
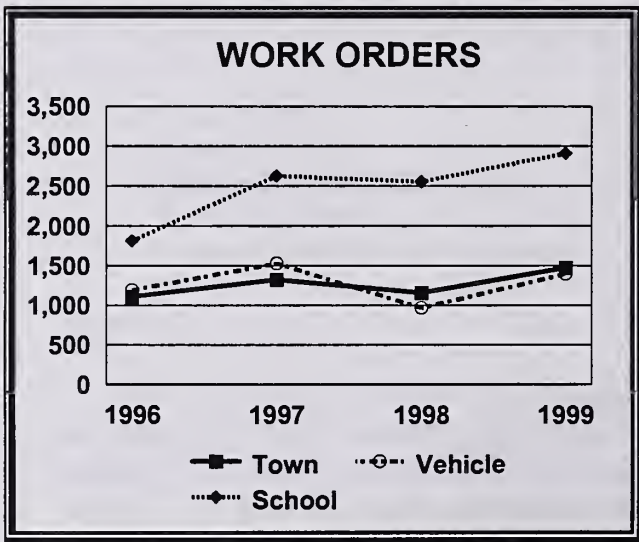
The function hall at the Andover Town House has been available to municipal/school groups, residents and non-residents for special events since February 1990. The total number of rentals in 1999 was up 20% from 1998. The majority of the increased use can be attributed to fifteen more Town and School events than last year as well as a 13% increase in the number of rentals by Andover residents and local non-profit groups for special events.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Rentals:	92	70	95
Residents	47	44	50
School/Community			
Services/Town	35	24	39
Non-Residents	10	2	6

## PLANT & FACILITIES STATISTICS



\* Decrease due to reduction in fields available not a reduction in demand





## **DEPARTMENT OF PUBLIC WORKS**

*The mission of the Department of Public Works is to continuously improve our quality of life by providing the finest potable water, state-of-the-art disposal of our wastes (water and solids) and provide safe travel on our road network.*

### **ENGINEERING**

The Engineering Division prepared construction plans, cost estimates, specifications and bids, performed field layouts, inspections and construction supervision on projects such as: sewer construction on Balmoral Street, Rock O'Dundee Road and Beacon Street north of the West Elementary School; the reconstruction of sidewalks on William Street, High Street, Locke Street, Center Street, Oak Street, Marland Street and Moraine Street; the installation and repair of storm drains on William Street, Poor Street, Balmoral Street and Beacon Street plus five other locations. Repairs were also made to the Harold Parker Road Bridge over the Skug River. The Division performed field surveys and designs to prepare for upcoming construction projects such as: Sidewalk Reconstruction on Maple Avenue, Summer Street, Andover Street, River Street and sewer construction on Beacon Street south of the West Elementary School.

Preliminary work was performed with the Town's consultant for the design of the sewer extensions for the South Main Street /Ballardvale Road areas, Rogers Brook area and the Forest Hills Drive/Cross Street area. Staff members assisted and coordinated with consultants on the design of other projects such as the Main Street Corridor Improvements, repairs to the Hussey's Pond Dam and the River Street Bridge; and the construction of the Brook Street and Chestnut Street relief sewers and drainage improvements off River Street. Work was also performed to field locate various utility features to be included in the development of the Town's GIS system.

Planning and estimating for the resurfacing of seventy Town streets was prepared this year while assistance was given to the Highway Division during the actual work performed on fifty-six of these streets. Preliminary and Definitive Subdivision Plans and Site Plans were reviewed for the Planning Board; checked for design conformance, traffic safety, layout and adequacy of proposed roads and utilities. All roads and utilities in new subdivisions such as Douglas Lane, Mortimer Drive, Coderre Way, Cullen Circle, Stirling Street Extension, Minuteman Park and numerous other sites were inspected and tested to insure compliance with Town construction standards. Performance Bond amounts were also calculated as requested by the Planning Board.

Street opening permits for the installation and repair of various underground utilities, including many such excavations by the Bay State Gas Company, Bell Atlantic, Mass Electric and Media One contractors were issued through this Division and the necessary utility markouts and inspections were carried out.

The Engineering Division updated the Town Assessor's maps and printed the necessary copies for other Town departments. The staff also provided and maintained records of various utilities, street excavations, residential and industrial site development, street layouts and road maintenance.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Storm Drain Design & Construction (ft.)	2,232	3,870	1,180
Sewer Main Design & Construction (ft.)	1,990	2,490	1,900
Sidewalk Design & Construction (ft.)	0	3,970	8,500
Water Main Design & Construction (ft.)	20,550	1,950	775
Guardrail Replaced/installed (ft.)	0	19,200	0
Streets Resurfaced (miles)	12.3	16.3	10.7
Street Opening Permits Issued & Inspected	278	198	183
Sewer Connections reviewed for Board of Health	67	47	50
Assessors Maps updated	71	59	49
Subdivision/Site Plans reviewed (# plans / # lots)	26/97	26/146	17/51
Performance Bonds figured for Planning Board	12	8	14
Subdivision Construction Inspections/Tests:			
Water mains (ft.)	18,211	17,121	18,314
Sewer mains (ft.)	7,000	6,000	4,314
Drain lines (ft.)	3,421	10,547	6,315
Sidewalks (ft.)	5,301	4,370	5,103
Roads Paved:			
Binder coarse (ft.)	5,208	7,112	2,069
Top coarse (ft.)	9,270	6,587	5,974
Streets Reviewed for Town Acceptance	15	14	9

## **HIGHWAY**

The Highway Division is responsible for the road maintenance, including rebuilding and resurfacing, of two hundred and fifty plus miles of existing roads. During the Spring and Summer, two sweepers are kept busy in continuous cleaning of all streets after Winter sanding. Both sweepers start each morning at 5:00 A.M. The Highway Division assists the Engineering Division in its inspection of the conditions of new streets before they are accepted as public ways. The Highway Division also provides men and equipment for all other divisions when needed and is responsible for the maintenance and replacement of all Town drainage systems, including catch basins, storm drains and Town brooks. The Highway Division, with the help and cooperation of all other divisions of the Public Works Department and the Department of Plant & Facilities, is responsible for snow removal and ice control. The Division is also responsible for flood control for all Town roads.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Number of streets resurfaced	37	52	56
Total number of miles of road resurfaced	12.3	16.3	10.7
Total number of feet of berms constructed	1,335	6,075	12,115
Catch basins cleaned	528	957	936
Storm drains cleaned	12	17	9
Catch basins repaired	46	31	30
Storm drains repaired	2	3	1

## **SOLID WASTE**

Andover, being a member of the North East Solid Waste Committee (NESWC), has its refuse transported and processed at the Regional Waste-to-Energy Plant in North Andover where the refuse is incinerated to generate electricity. The Solid Waste Division oversees the mandatory curbside recycling program of newspapers/magazines, junk mail, paper board metal containers, glass and the voluntary drop-off program collecting #1 and #2 plastics and aluminum materials. The Town also maintains a leaf and grass clippings compost site on High Plain Road, near Bald Hill, with the compost material being available to Town residents.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Tons of residential refuse collected	11,586	11,753	11,888
Tons of newspapers/magazines recycled	2,300	2,213	2,137
Tons of glass recycled	484	431	423
Tons of steel/tin containers recycled	8	7	7
Tons of leaves & grass clippings composted	2,000	2,200	2,200
Tons of #1 & #2 plastics	40	39	47
Tons of aluminum materials	4	5	4

## **WATER**

It was a record setting year for water production as the Water Division produced nearly 2.5 billion gallons of drinking water. As noted in the award winning Andover Water Quality Report, the Department of Public Works has a singular mission statement and that is to provide the highest quality drinking water to the Town. The Division is pleased to report that the Town's water quality meets all Federal and State standards. In addition to the award for excellence in communication under the Safe Drinking Water Act, the staff scored a perfect 200 score in the Department of Public Health's Fluoridation Program. The Water Division maintains water treatment and the ozonation facility operation on an average of ten hours a day off peak and twenty-four hours a day during high demand periods. The treatment facility operates 365 days per year. Other responsibilities include the operation and maintenance of the Fishbrook Pumping Station, Bancroft Station and the Shawsheen wastewater collection system. The Division's certified laboratory monitors the treatment process and performance through 35,000 tests to ensure compliance with the Safe Drinking Water Act.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Hydrants Repaired	34	36	36
Hydrants Replaced	1	0	4
Hydrants Flushed	7	1	2
Water Main Breaks Repaired	16	19	16
House Service Leaks Repaired	30	18	6
House Services Renewed	12	3	13
Water Main Taps	10	4	11
New Water Meters Installed	160	134	116



Old Water Meters Replaced	138	121	132
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Water Meters Repaired	12	5	7
Water Shut Offs/Turn On	224	188	178
Gate Boxes Adjusted	55	46	28
Gallons of water treated (in millions)	2,074	2,075	2,452
Average daily gallons pumped (in million gallons)	5.093	5.004	6.51
Maximum day (in million gallons)	10.430	13.949	13.430

## **SEWER**

The Sewer Division is responsible for the operation and maintenance of the wastewater pumping stations on Dale Street in Ballardvale, Bridle Path, Osgood Street, Shawsheen Village and the entire system of sanitary sewers. The sewerage system includes 70 miles of sanitary sewers and 5,062 connections. The raw sewage discharge from the Shawsheen Village Pumping Station is transported by means of a force main through the City of Lawrence to the Greater Lawrence Sanitary District's regional treatment plant for treatment.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Sewer Main Blocks Cleared	39	47	28
Sewer Main Rodded - Maintenance	12	8	3
Sewer Mains Repaired	5	2	1
Sewer Services Cleared	15	13	3

## **GREATER LAWRENCE SANITARY DISTRICT**

The Greater Lawrence Sanitary District wastewater treatment facility continued to provide service to residential, commercial and industrial users in 1999. Since its began operation in April 1977, the facility has treated 258 billion gallons of wastewater that was previously discharged, untreated, into the Merrimack River.

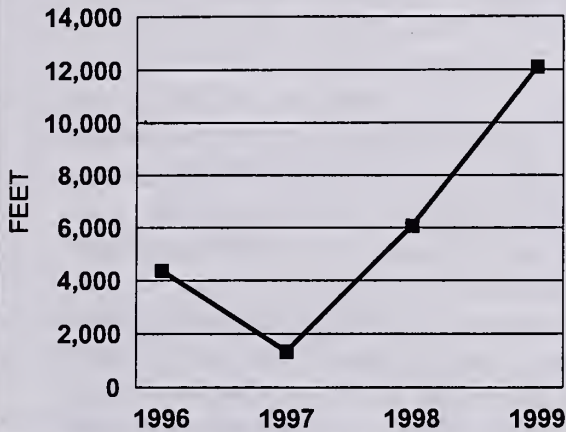
The plant is currently staffed by forty-four people. The operation is continuous 24 hours per day and 365 days per year. The District Commission meets monthly to address policy matters.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Andover's daily average flow to the Sanitary District (in millions of gallons)	3.661	4.322	3.500

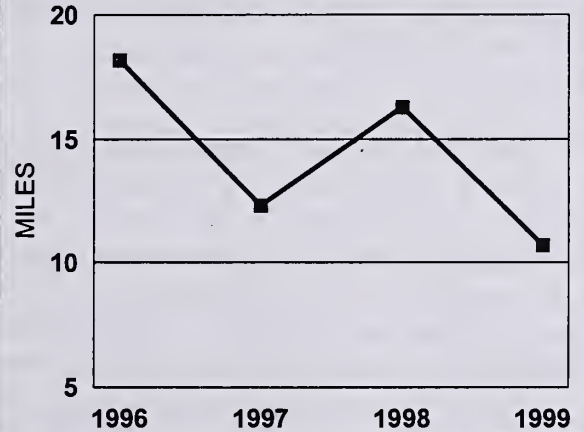


# PUBLIC WORKS STATISTICS

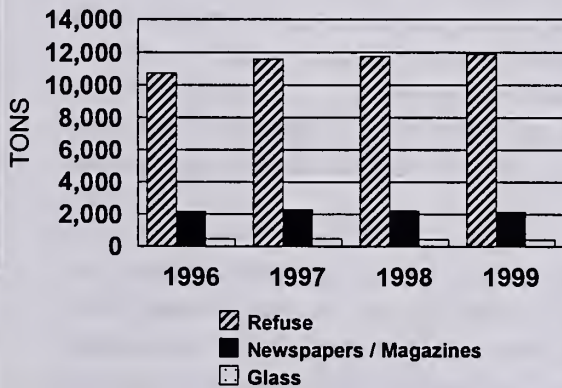
## STREET BERM CONSTRUCTION



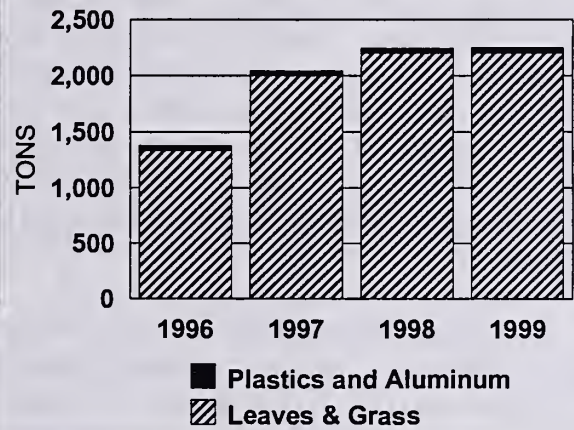
## STREET RESURFACING



## SOLID WASTE & RECYCLING COLLECTION



## RECYCLING DROP OFF



## MEMORIAL HALL LIBRARY

*The mission of the Memorial Hall Library is to make available a broad range of library materials, to provide up-to-date and accurate information, to offer services and programs desired by the community of Andover, to act as the most convenient point of access for the needed materials and information, to actively seek to make community members and organizations aware of library resources and services, and to utilize technology and the Internet to the fullest possible extent in carrying out this mission.*

The Memorial Hall Library increased services to the Andover community on a number of fronts in 1999. The application of technology was a particularly big issue with nearly 20,000 people coming to the Library specifically to use the PC's for Internet access and word processing. The Library used the Internet to bring services outside the walls of the building through a redesigned web page that provides access to remote services. Sites related to homework, health information, and full-text periodicals are just a few examples of the types of information that can be found through the web page. Memorial Hall Library's Reference Department also provides instruction in search the Web on both an individual basis and through courses sponsored by the Town's Department of Community Services. Glenda Schaaque, Head of Reference, has taught these courses with her staff and has recently begun a series of workshops for Andover's public school teachers to introduce them to the electronic resources now available to their students.

As the statistics on the following pages show, Memorial Hall Library also continues to offer a wide variety of services programs that are more traditional in nature and yet are still increasing in their use. The Library circulated more than a half million items to the more than 350,000 people who came to the building. The number of people attending library programs also increased with more than 12,000 children and 8,000 adults attending special events such as visits by authors, lectures, concerts and demonstrations. The Children's Room welcomed 12,121 children to 371 programs including story hour, clubs, films, concerts, plays and other events. Special efforts were made to develop collections in the areas of social studies and science in response to new curriculum guidelines.

A special highlight of the year was a Native American "Pow-wow" in June that attracted 525 adults and children. Crafts, storytelling and dancing were all events enjoyed on a bright sunny day. This program was one of many sponsored by the Friends of Memorial Hall Library who raise funds from the twice annual book sales. Over the years, the work of one special Friend, Carolyn Fantini, has resulted in weekly conversational English classes for people for whom English is a second language. These programs have been truly inspiring and educational for all who attend.

The Circulation Department instituted several measures to increase the level of satisfaction of library users. First, a special collection of books entitled "Books To Go" was installed to make available extra copies of current popular books to fulfill demand. Books on CD were purchased to supplement books on tape. Finally, the Library discontinued fees for feature film videos.

The regional reference center for Northeast Massachusetts, Memorial Hall Library is the most heavily used reference and research library in this part of the state. Thousands of people either call or come through the Library's doors each week seeking answers to important life decisions. More than 300 public, school, academic and special libraries call the Reference Department in Andover for answers to questions asked in their libraries. In all, more than 60,000 questions were answered in 1999.

The success of the Library depends upon the support of the community, the interest and dedication of the Library Trustees, under the leadership of Karen Herman, and the hard work of the Library staff and volunteers. This past year, the Trustees instituted a program of staff recognition that has truly helped to build morale and empower employees. We are deeply grateful for their support and for the support of the entire Andover community.

#### CIRCULATION:

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Adult Books & Periodicals	215,307	215,735	202,719
Children's Books & Periodicals	190,558	178,217	176,577
Adult Non-Print	81,015	86,192	106,052
Children's Non-Print	<u>23,346</u>	<u>26,576</u>	<u>31,273</u>
<b>TOTAL</b>	<b>510,226</b>	<b>507,320</b>	<b>516,621</b>

#### OTHER LIBRARY STATISTICS:

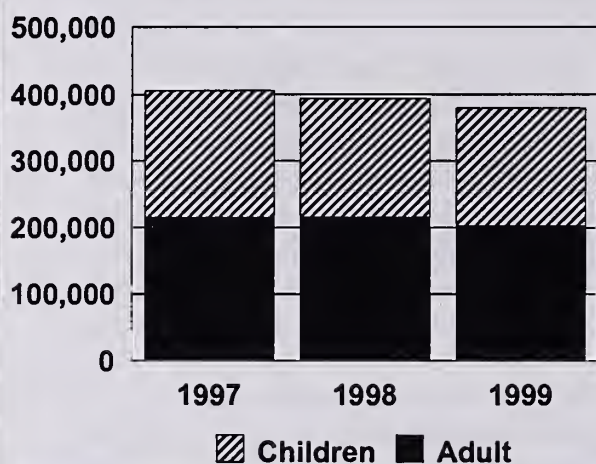
Reference Questions	43,834	40,327	67,783
PC & Internet Sessions	7,742	10,343	19,368
Articles Retrieved On-Line	NA	NA	31,181
Programs	402	306	546
Program Attendance	9,408	11,171	20,078
Meeting Room Use	439	530	475
Reserves Placed	10,383	10,118	9,912
Interlibrary Loan Requests	4,732	4,240	5,058
Volunteer Hours	1,372	2,159	2,523
Web Page Visits	NA	NA	47,888
Visitors to Library	NA	NA	359,000*

\* Based on a sample count for one week in October, 1999

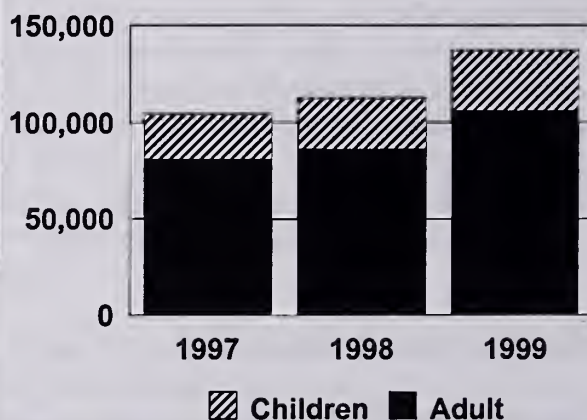


# LIBRARY DEPARTMENT STATISTICS

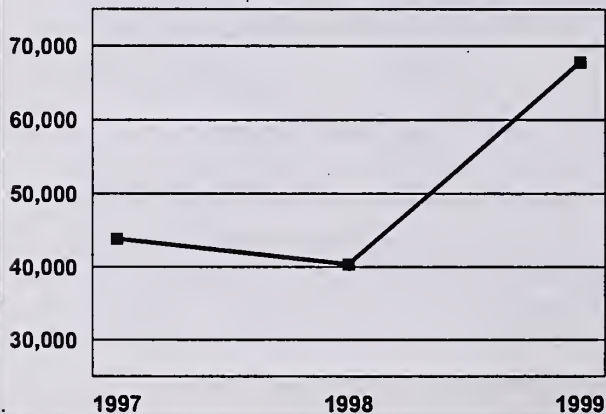
## BOOKS & PERIODICALS



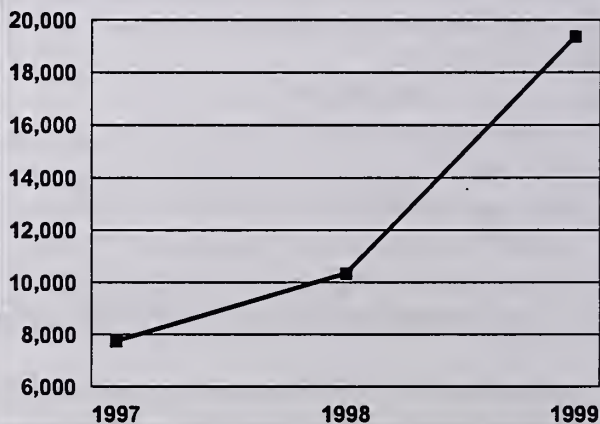
## NON-PRINT CIRCULATION



## REFERENCE QUESTIONS



## PC & INTERNET USE



## **POLICE DEPARTMENT**

*The mission of the Andover Police Department is to protect our future and the quality of life in Andover. We are empowered to protect life and property, but, with the changing times of increasing social programs, our agency has become more service-oriented to the community. To continue our mission, we all maintain an open door policy to the community, working with their suggestions, needs and thoughts so that we may preserve the way of life that we all enjoy in Andover.*

The Andover Police Department is committed to providing the highest level of public safety and service to the citizens and business people within the community. The members of the Department are empowered to enforce the laws of the Commonwealth of Massachusetts and the Bylaws of the Town of Andover to ensure that the peace and tranquility of our neighborhoods are maintained and that crime and the fear of crime are reduced. We emphasize integrity, honesty, impartiality and professionalism from our members in order to create an environment that values differences and fosters fairness and flexibility in our mission. We encourage citizen input and interaction that will assist us in developing sound partnerships between the community and the police. Working together we can protect our future and enhance the quality of life for everyone within the Town.

### **OPERATIONS DIVISION**

The total number of incidents for 1999 was up 40.7% from 1998 and up a staggering 76% from the year 1995. Adult arrests were up 94% from 1998 and juvenile arrests were up 39% from 1998. There were three reported incidents of rape in 1999 while assaults were down by 6.7% for the same period.

The Town experienced an 8.8% decrease in thefts from 1998 and a 36.2% decrease in stolen motor vehicles. The total number of housebreaks was up 14% from 1998. The Town experienced just one motor vehicular fatality in 1999 and the total number of motor vehicle accidents in 1999 was down 8.0%.

The total number of motor vehicle citations, parking tickets and, mileage that the cruisers were driven and gasoline consumption were all up from 1998. Motor Vehicle citations were up by 155% from the previous year and parking violations issued were up by 34.5%.

Arrest statistics were at a five year high. The statistics for 1999 for assaults, larcenies, stolen motor vehicles, stolen bikes and vandalism were all at five year lows.

The Police Department continued to work closely with other departments and agencies throughout the year. This was especially true in planning and preparing for all of the anticipated Y2K problems as well as for the celebrations and festivities planned for the Eve of the new Millennium. The Department also participated in numerous events including the Christmas and Memorial Day Parades, the Fourth of July celebrations, Safety Saturday, Bazaar Days, Know Your Town, the Feaster Five Road Race on Thanksgiving Day as well as numerous other road races held



during the year.

The Operations Division re-organized the responsibilities of the clerical staff and replaced a secretarial position with an Administrative Assistant position for the Chief and Operations Commander.

## **RECORDS DIVISION**

The Records Division provides support services to the entire Police Department. This support service enables information to flow efficiently throughout the department as well as to the entire community.

Through the use of the FY98 Community Policing Grant, internet access throughout the Department was completed and the Police Department's web site was expanded. Also with the use of this grant, the NT server's disk capacity was enlarged. Some of the funds awarded from the FY99 Community Policing Grant enabled the department to purchase seven additional personal computers as well as upgrading various software. The FY99 Community Policing Grant awarded last year also continued to fund the K-9 Unit, the bicycle patrol and the motorcycle patrol.

Additional grants were awarded this year in several different areas. A \$60,000 Community Policing Grant was received for the purpose of provide defibrillators in the cruisers, a message board, a solar mobile traffic monitors and various equipment and activities for the Explorer program. A \$150,000 COPS Fast grant was awarded to partially supplement the salary of two new patrol officers over a three year period, and additional \$15,000 was also awarded to supplement the officer currently working under that grant. A \$3,895 grant sponsored by the Executive Office of Public Safety was received that will enable the Juvenile Officer to attend meetings and training seminars targeting juvenile issues. A \$1,000 grant was received enabling the department to place an officer in local liquor stores to monitor alcohol purchases. \$71,400 was received from the Department of Justice to upgrade our computer network in the cruisers. A \$725 Etching Grant was awarded that enabled the Town, in conjunction with the State to sponsor a day of etching vehicles with VIN numbers in an effort to deter MV theft. A \$3,502 grant was awarded for underage drinking.

The Court Section processed a total of 848 arrests, 396 summonses, and 965 hearings. This included tracking all police department cases from inception to disposition and coordinating officers appearances in court. In addition, this section assists in tracking District Court cases for other town department (Health Dept, Building Dept, etc.). The total number of arrests made in 1999 is up 89.3% over the previous year.

## **DETECTIVE DIVISION**

The Detective Division is responsible for the follow up investigations conducted by the agency. Since the retirement of Detective Sgt. John Bernhardt, Detective Donald Pattullo has been promoted to Sergeant and currently is in charge of the 5 person unit. In addition there are 2 officers trained in technical services such as fingerprint identification techniques and crime scene processing and 4 officers trained in rape investigation. The Division also has 1 investigator assigned as a Juvenile officer. He works closely with the schools and courts in processing Juvenile cases.



There are a group of investigators assigned to a new unit to combat substance abuse. These officers have been effective in enforcing the Department's zero tolerance policy on drug and alcohol as well as making numerous arrests for drug violations.

The Detective Division continued to be actively involved in follow-up investigations throughout the year. The Division focused primarily on residential and business breaks as well as robberies and serious thefts and assaults. The Division was instrumental in solving and identifying the perpetrators of numerous serious crimes as well as following the cases through the judicial system.

The Detective Division followed up and investigated 95 Breaking & Enterings in 1999 up from 83 in 1998. They also investigated 3 rapes and 1 attempted murder.

The Division processed 219 Pistol Permit applications and 138 firearms identification cards. The Division also does the finger printing and photographing of prisoners and the processing of all crime scenes. The investigation of check and credit card schemes continued to account for a large part of the Division's manpower hours.

The Division was also successful in solving and prosecuting several prominent vandalism incidents involving school buildings.

The Division also investigates incidents on the Internet. During the past year investigators have been trained in dealing with this new problem. The Department recognizes this new aspect of Internet crime as a major problem to our community and cautions all parents and residents of the Town to be vigilant in combating this increasing problem.

### **ANIMAL CONTROL**

The Animal Control Officer answered 942 calls for service in 1999. This is a 7.4% increase over 1998. He responded to 336 dog complaints and impounded 99 dogs and 5 cats. He also removed 186 deceased animals. In addition to these removed animals, there were 23 deer struck and killed by motor vehicles in Town.

### **EMERGENCY MANAGEMENT**

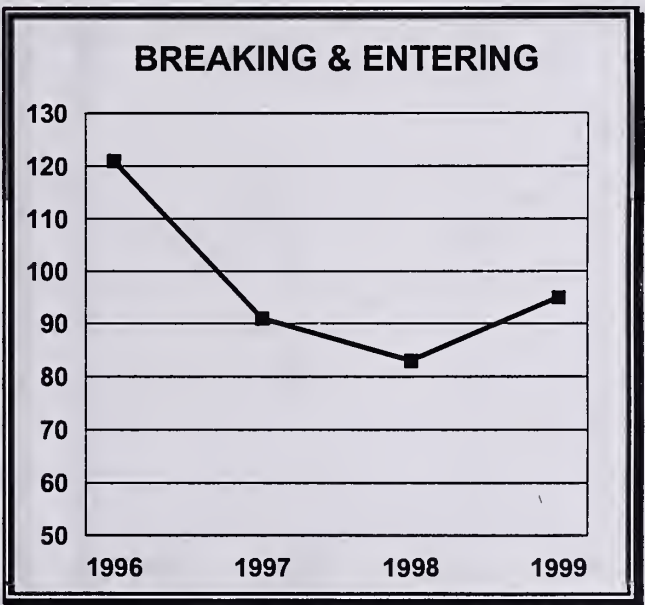
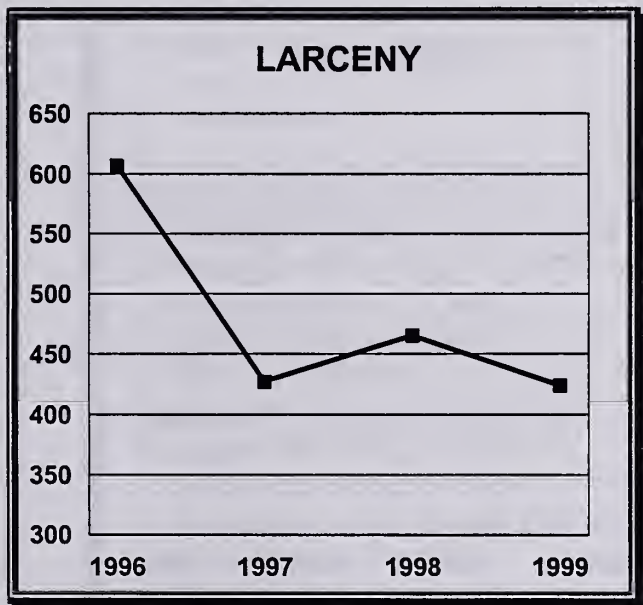
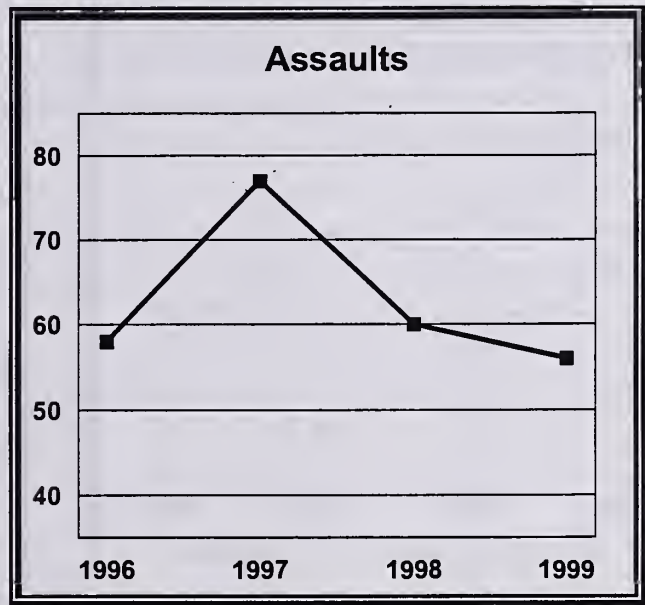
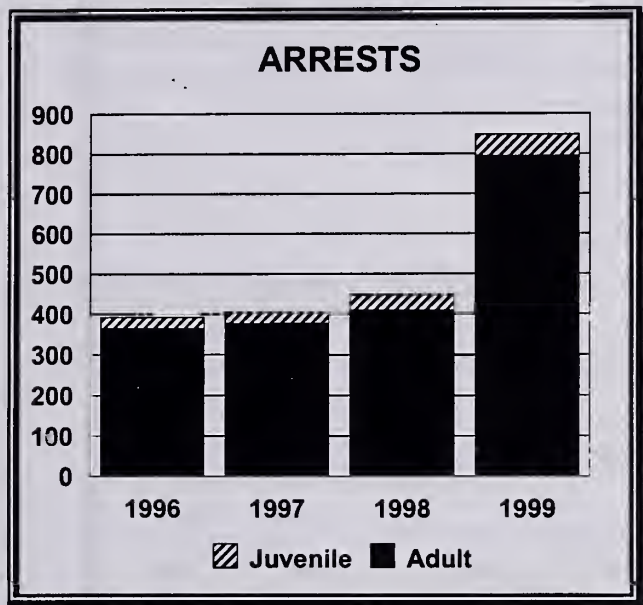
The Emergency Management Division is directed by the Chief of Police and serves as the local link to the Federal and State Emergency Management Agencies (FEMA/EMMA) and includes a network of HAM radio operators that are on standby should the need arise for auxiliary radio services.

The Auxiliary Police assisted the regular officers of the Police Department many times throughout the year. They are particularly active during the holidays and on Halloween. They are a very dedicated group of volunteers and the Town is fortunate to have their services as a resource.

## Andover Police Department Annual Summary

	1995	1996	1997	1998	1999
Total Incidents	22,378	25,501	30,873	28,066	39,492
Adult Arrest	454	365	377	410	795
Juvenile Arrests	17	27	27	38	53
Total Arrests	471	392	404	448	848
Rape	1	1	4	2	3
B & E	134	121	91	83	95
Assault	97	58	77	60	56
Larceny	619	607	427	465	424
Stolen MV	104	93	64	69	44
Stolen Bicycles	70	62	37	22	19
Domestic Abuse	29	36	29	25	41
MV Fatalities	3	2	3	1	1
MV Accidents	1,219	1,318	1,225	1,351	1,243
Vandalism	223	227	213	237	192
Parking Violations	10,349	10,074	8,099	6,524	8,774
MV Citations	3,760	3,578	4,194	3,238	8,274
Mileage	393,901	400,263	395,546	327,083	395,607
Gasoline	34,573	36,020	37,207	32,528	37,351

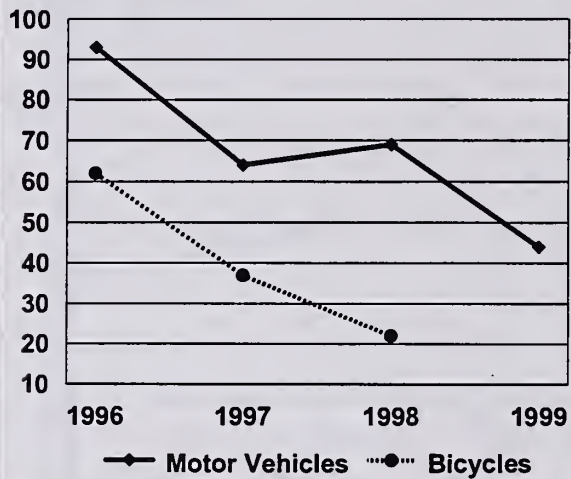
# POLICE DEPARTMENT STATISTICS



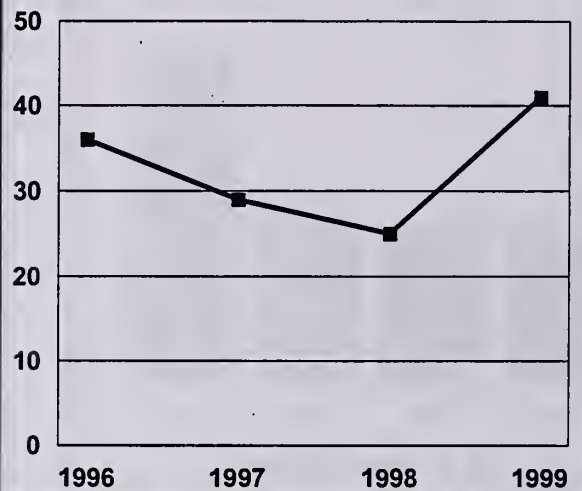


## POLICE DEPARTMENT STATISTICS

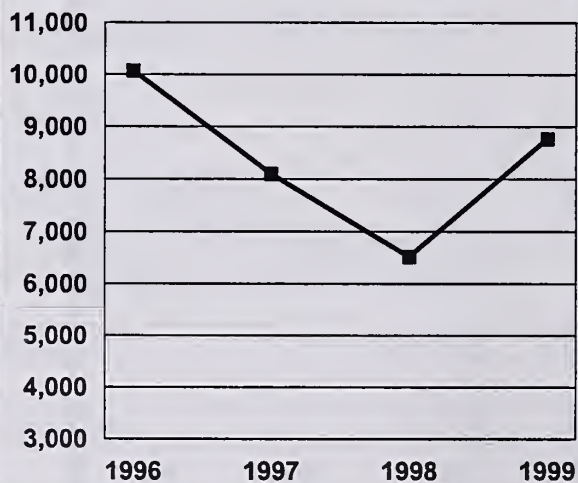
### STOLEN VEHICLES & BICYCLES



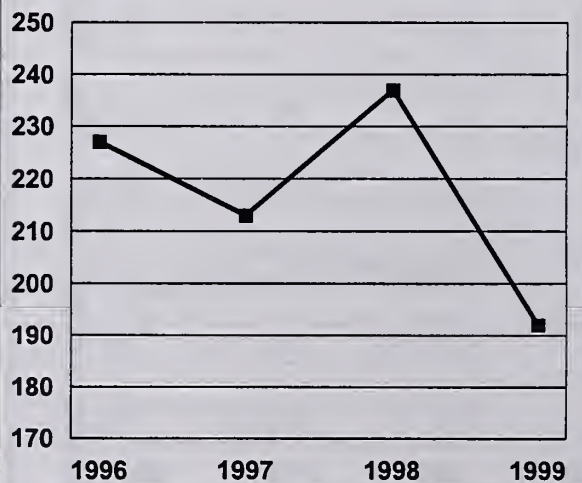
### DOMESTIC ABUSE



### PARKING VIOLATIONS



### VANDALISM



## FIRE DEPARTMENT

*The mission of the Andover Fire Department is to proudly protect lives and property by providing prompt, skillful, cost-effective fire protection and life safety services to the residents of Andover.*

To achieve its mission, the Fire Department strives to prevent loss to property from fire or fire-related activities through inspections, training and maintaining its fire alarm system; loss of life through prompt professional delivery of emergency medical services using both fire and ambulance vehicles. The Department provides programs to increase fire safety awareness among area citizens annually in all schools and whenever requested by private organizations, industries and businesses.

	<u>1997</u>	<u>1998</u>	<u>1999</u>
<u>TOTAL INCIDENTS:</u>	5491	5703	7866
Fires	293	245	445
Rescues	14	8	16
Miscellaneous Alarms	140	278	404
Accidental Alarms	907	243	175
Mutual Aid (Fire Calls)	25	19	35
False Alarms	70	195	191
Violations	2	1	0
Ambulance Emergency Calls	2009	2022	2427
Ambulance Mutual Aid Calls	171	174	155
Fire Prevention Activities	1757	1864	2040
In-Service Calls	12	428	1501
Motor Vehicle Accidents	168	181	249
Training	21	45	180
Co-Activation			48
<u>PERMITS/LICENSES ISSUED:</u>	1745	2152	2048
Smoke Detectors	666	764	716
Report Copies	68	61	77
Blasting Permits	14	16	17
Cutting/Welding Permits	28	15	13
Dumpster Permits	117	69	72
Fireworks Display Permits	2	1	1
Gunpowder Storage Permits	0	1	0
Liquid Gas Storage Permits	53	52	69
Flammable Liquid Storage Permits	2	4	1
Miscellaneous Permits	2	11	5
Open Air Burning Permits	791	679	613
Oil Burner Install Permits	154	166	159
Reinspection Fees	0	0	0
Commercial Fire Alarm Systems	1	28	47

	<u>1997</u>	<u>1998</u>	<u>1999</u>
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PERMITS/LICENSES ISSUED (Cont.):

Special Suppression System Permits	0	5	12
Sprinkler Install Permits	64	58	76
Tentage Permits	1	1	0
Underground Tank Recertification	4	16	10
Underground Tank Removals	72	99	74
Underground Tank Install Permits	2	2	2
Master Fire Alarm Boxes	132	138	133

FACILITIES:

Central Station  
32 North Main Street

West Station  
Greenwood & Chandler Roads

Ballardvale Station  
Clark & Andover Streets

APPARATUS/EQUIPMENT:

3 ambulances, 1 ladder truck,  
2 pumpers, 1 boat, 3 sedans,  
1 Command vehicle, 1 brush truck  
and 1 lighting unit

1 pumper, 1 fire alarm truck,  
1 boat, 1 brush truck and  
1 ladder tower

1 pumper and 1 boat

PERSONNEL:

	<u>1997</u>	<u>1998</u>	<u>1999</u>
	68.7	68.7	72.8

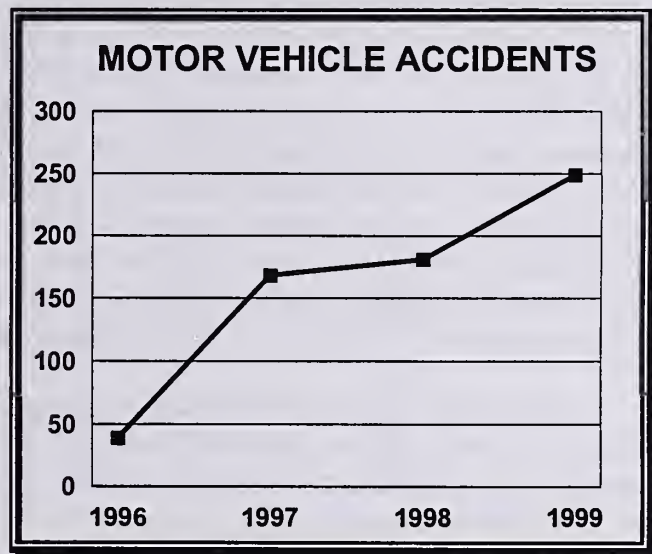
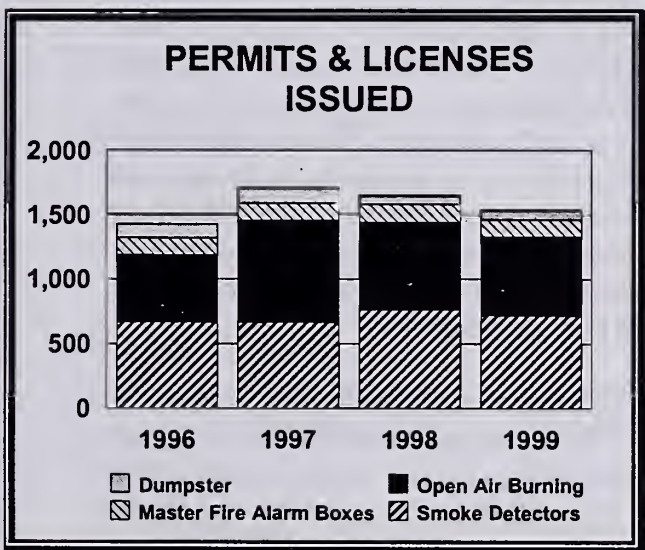
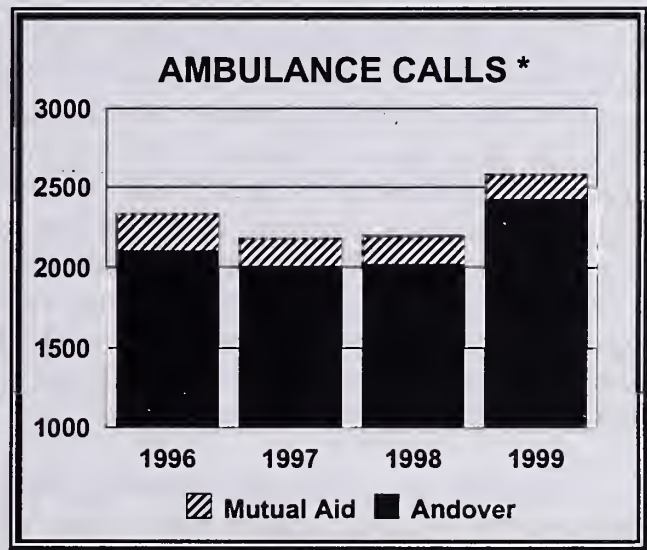
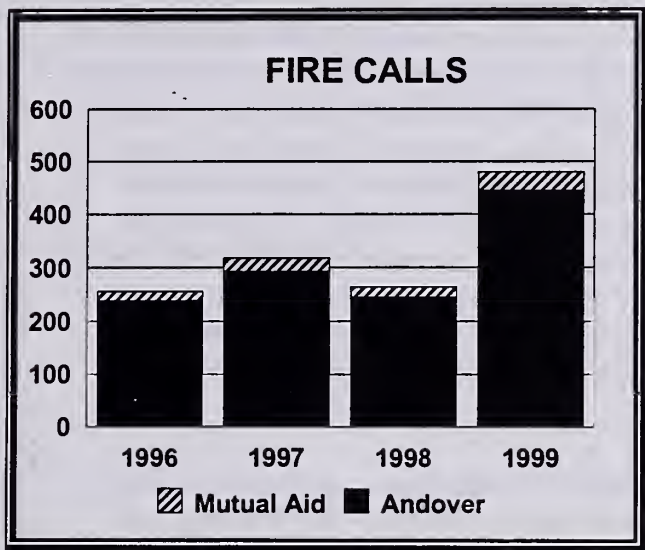
FEES COLLECTED:

	<u>1997</u>	<u>1998</u>	<u>1999</u>
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Ambulance Fees	\$384,119	\$368,660	\$447,726
Permits/Licenses	\$34,726	\$32,105	\$34,550
Fire Alarm Box Fees	\$20,250	\$17,850	\$20,550



# FIRE DEPARTMENT STATISTICS



\* Some ambulance calls which did not result in transport of a patient to a hospital were omitted from the ambulance call statistics prior to March, 1999.

## DIVISION OF COMMUNITY SERVICES

*The Department of Community Services provides the residents of Andover a myriad of social, educational, cultural and recreational opportunities embracing diversity and accessibility for all. Community Services strives to rate the pulse of the community and incorporate ideas into valued programs for its citizens now and in the future.*

The Division of Community Services (DCS) offers year round recreational, enrichment and cultural programs for residents of all ages. The majority of the programs are held at the public schools, Recreation Park, Pumps Pond, The Park, Senior Center, Greater Lawrence Technical High School and other in-town facilities. DCS continues to transfuse residents' ideas into valued programs. A vigorous effort by the DCS staff continually improves services to the Town's residents. Healthy enrollment is attributed to a repertoire of community-based instructors, streamlined registration including FAX, VISA/MasterCard, overnight mailbox and increased identification with the DCS booklet publication. The new look to the program booklet continues with layout improvements making the document user friendly. Enrollments have increased within the youth programming categories attributed to the offerings of a wide variety of interests and the scheduling of family friendly programmed time slots.

Instructors come from all segments of the community. Professionals, specialists, hobby enthusiasts, homemakers, student interns and retired individuals comprise the teaching and leadership staff. This varied instructor base allows DCS the ability of offer diverse programs. The majority of its instructional staff reside within the Town, however, in several instances DCS is able to bring in quality programs from outside the region (science, enrichment and sports). The Andona Society babysitting class, sports clinics, junior golf, basketball, tennis and rope skipping continue to be the most popular youth programs. Top adult choices are tennis, ballroom dancing, yoga, golf, drawing, Italian conversation and computer classes. Over 200 programs are offered each tri-semester with recent enrollments totaling 9,075 individuals. This year DCS offered 39 new programs for children and adults increasing participation by approximately 1,600. In addition to swim lessons and open swimming, sailing lessons were offered to the public at Pumps Pond. The sail fleet encompassed five sailboats. By the Summer's end, new features found at Pumps Pond included new docks, new picnic tables and grills and a ticket booth constructed as an Eagle Scout Project. During the Summer months, well over 15,785 people participated in DCS programs.

DCS assists the Church Basketball League in offering a youth basketball league for elementary school students in grades 1 through 3. The DCS offers instructional basketball clinics during the year in preparation for the league. The clinics are highly successful and filled to capacity. Over 260 children registered in December for the Winter league that will begin in January, 2000.

Agencies developing programs in conjunction with DCS include Memorial Hall Library, Alternative Leisure, Kaplan, The French and Spanish Saturday School, Kaleidoscope and American Association of University Women. Seven tax voucher volunteers work with the DCS staff to assist with registration, general office duties and after school and evening programming. In addition, several youth perform community service hours for school or religious requirements as well as several other young adults from the Alternative Sentencing Program.

The Revolving Account continues to assist the DCS in its ability to sponsor a variety of activities and trips. School vacation programs, Children's Studio for the Arts and Summer Theatre Ensemble, violin lessons, John Smith Soccer, Big Apple Circus and a State House Tour are examples of programs that were funded through this account.

Annual Town Meeting appropriations included two new playgrounds at the lower Shawsheen Field and Pumps Pond scheduled to be in place for opening in June, 2000. These are the first Town-sponsored playgrounds to be installed in over fifteen years. The proposed Essex Sand and Gravel Pit fields moved forward with a series of public meetings hosted by the Plant and Facilities Department. The proposal includes building rectangular fields in the pit area with upgrades and parking on the upper level of Recreation Park.

The following is a sample listing of popular programs and the number of participants:

<u>FALL PROGRAMS:</u>		<u>1998</u>	<u>1999</u>
Classes:			
Youth	ages 2-18	1,100	990
Adults		<u>636</u>	<u>820</u>
		1,746	1,810
Adult Basketball League:		120	120
Millennium Dance:			250
Special Events/Trips:		150	150
Santa Parade Concert:			200
TOTAL PARTICIPATION IN FALL PROGRAMS:		2,016	2,530

WINTER PROGRAMS:

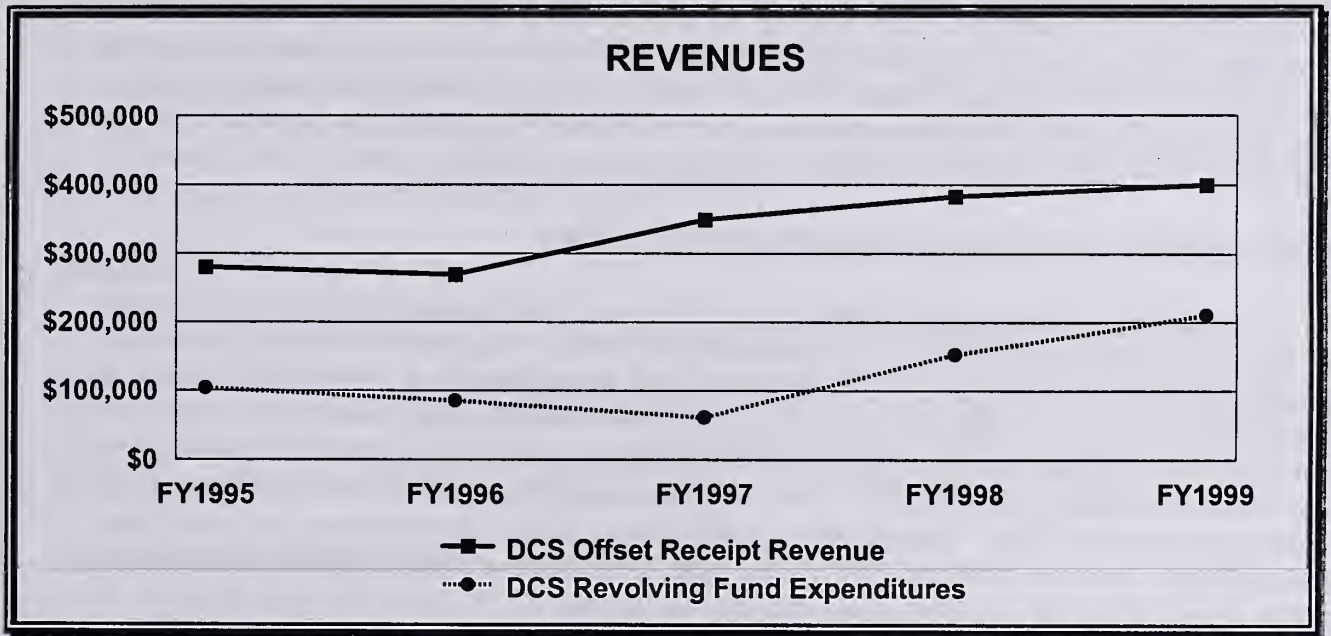
Classes:			
Youth	ages 2-18	1,200	952
Adults		<u>835</u>	<u>928</u>
		2,055	1,880
Ski Programs:			
Bradford Ski	grades 3-8	200	240
Nashoba Ski	grades 6-8	<u>85</u>	<u>90</u>
		285	350
Basketball League:			240
Special Events/Trips:		225	250
Father/Daughter Dance			250
TOTAL PARTICIPATION IN WINTER PROGRAMS:		2,055	2,970



<u>SUMMER PROGRAMS:</u>		<u>1998</u>	<u>1999</u>
Summer Classes:			
Youth - ages 2-18		1,118	1,405
Adults		<u>232</u>	<u>250</u>
		1,350	1,655
School-age Programs:			
All Day Discovery	grades K-5	223	300
Summer Theatre	grades 2-10	125	160
John Smith Soccer	grades K-5	95	100
Andover Eagles	grades 6-8	13	20
Swimming/Sailing	ages 3+	113	125
Club For All	ages 5-9	93	150
Drop-In Playground	grades K-5	620	650
Drop-In Field Trips	grades K-5	<u>1,200</u>	<u>1,500</u>
		2,482	3,005
Pre-school Programs:			
Shee-Hee	ages 3-4	204	130
Shaw-Knee	ages 4-5	217	195
Park Events	ages 1-6	<u>600</u>	<u>400</u>
		1,021	725
Pomps Pond:			
Stickers		210	250
Daily Attendance		30+/cars	55+/cars
Days at Maximum capacity		20%	90%
Average number of people per day		<u>140</u>	<u>280</u>
		2,400	4,000
Concerts:			
The Park	all ages	98	2,200
Pomps Pond	all ages	<u>1,800</u>	<u>300</u>
		1,980	2,500
Special Events:			
Fourth of July	all ages	3,000	3,000
Trips	all ages	75	100
Spinner's Clinic	all ages	25	50
Evening Bike Rides	all ages	<u>120</u>	<u>150</u>
		3,220	3,300
Co-Ed Adult Softball League:		600	600
TOTAL PARTICIPATION IN SUMMER PROGRAMS:		<u>13,053</u>	<u>15,785</u>
TOTAL PARTICIPATION IN DCS PROGRAMS:		17,634	21,285

## COMMUNITY SERVICES

	FY1995	FY1996	FY1997	FY1998	FY1999
Community Services General Fund Offset Receipts	\$280,009	\$268,766	\$348,812	\$382,952	\$400,000
Community Services Revolving Account	\$103,637	\$85,556	\$61,166	\$152,911	\$210,750



## **DIVISION OF ELDER SERVICES**

*The mission of the Division of Elder Services is to identify, develop, implement and advocate for programs and services designed to enhance the quality of life and independence of elders in the community, and to provide a focal point in the community where these programs and services can be easily accessed by elders and their families.*

### **AN AWARD-WINNING YEAR**

The Senior Center was honored in 1999 with two prestigious awards: The U. S. Committee for the United Nations International Year of the Older Person which recognized excellence in intergenerational programs with Andover High School's Community Service Department and the Governor's ROSE Award which recognized excellence and creativity in programs and services. The Division of Elder Services and the Senior Center extends sincere appreciation to all staff, volunteers, students, Town officials and other members of the community who worked so hard to create and provide programs and services of the highest caliber to the community.

### **SERVING THE GROWING COMMUNITY OF ELDERS**

Another year of programs and services at the Senior Center demonstrated the growing needs of the 5,100 members of the Andover Community of Elders. Following this report, charts and graphs document the Division's activities and services and demonstrate significant increases in many areas. Lack of appropriate space continued to provide a challenge to staff and users alike. Unfortunately, waiting lists were required for many programs, classes and activities. Most programs could not accommodate the demand. Creative programming continued to draw the interest of an increasing number of elders. Requests to create duplicate classes were denied due to lack of space and staff time. Between 1996 and 1998, for example, the number of instructional classes increased 159%, from 212 to 550. In 1999, there was only an increase of 1% due to the lack of space. In addition, requests for more evening and weekend programs must be addressed in the coming year.

Off-site activities such as the Supper Club drew singles, couples and younger elders. In 1996, there were 30 participants and in 1999 there were 246, an increase of 720%. Special events tripled from 15 in 1996 to 43 in 1999, an increase of 253%. In the Medical Transportation Program, more riders were driven more miles by additional volunteers than ever before. The number of clients in the Friendly Visitor Program increase 285% from 27 in 1996 to 65 in 1998 and to 104 in 1999.

The social worker at the Senior Center provides a full range of casework, support groups, individual and family counseling, and assessment and coordination of services. The effects of an increasingly frail at-home elder population and changes in federal and state funded services provided to elders by other agencies continues to place increasing demands on the Senior Center.

The Division's statistical report, various categories of Social Services show dramatic increases in the number of clients served. For example, the number of different individuals who were served by the social worker increased 43% from 409 in 1996 to 584 in 1999. Currently, the



social worker is overseeing more than 100 cases on a regular basis. Additional case coverage provided by contract with Family Services of Greater Lawrence also increased from 93 individuals in 1996 to 163 in 1999. Social Services continues to be an area of concern. Outreach, planning and administration will be challenges for the next several years. Coordination with other agencies will continue to be a priority.

## **HEALTH, WELLNESS, NUTRITION, THE GENERATIONS AND ADVOCACY**

### **Health & Wellness**

The Senior Center provided a variety of opportunities for elders to maintain, enhance and improve their health. Health programs designed specifically for women and for men were offered and well attended. Well-known area health professionals and authors provided valuable information. Strength training, massage therapy, Chi Gong, aerobics, Reiki, Tai Chi and Yoga classes realized dramatic increases in the numbers of participants. Clearly this is an area of interest and an important part of the work of the Senior Center. Plans for 2000 include participation in a joint clinical research study with the Lahey Clinic and Brandeis University on the effects of Senior Center programs on the health and well-being of elders.

### **Nutrition**

The nutrition program continued to serve over 20,000 meals including daily hot lunches on-site and Meals-on-Wheels. A decrease in the number of meals served in 1998 was attributed to the transition of the program from the School Department to the Senior Center in 1998. The program is now federally funded and significant improvement in the types and quality of meals served was achieved in 1999 demonstrated by a significant increase in the number of meals served.

### **Intergenerational/Educational**

The Senior Center continued to work with children of all ages in the classroom and at the Senior Center. Some programs were simply for fun, others were educational in nature and still others provided a very special way for children and elders to become friends and enrich each others lives. Andover High School and the Senior Center participated in the Mentor-Net Project, a regional project designed to bring teens and seniors together to learn about the Internet and each other. Within each team a teen taught an elder how to use the Internet and the elder mentored the teen about career and college choices. Together they worked on projects such as building a web page. Lasting friendships were formed. Elders were able to provide students with much needed one-on-one time and received much more than a computer lesson in return.

## **GOALS & OBJECTIVES**

The staff and Council on Aging analyze statistical data annually, raise questions about effective service delivery and plan for the future, continuously seeking to identify new needs and improve service delivery.

Continuing goals and objectives focus on improving social services, programs, intergenerational opportunities, education, volunteer opportunities and various administrative operations. New goals and objectives for the year 2000 include the development of improved transportation, initiation of the first phase of Senior Center Accreditation and the above-mentioned clinical research study.

### **THE COUNCIL ON AGING AND THE CAMPAIGN FOR A NEW SENIOR CENTER**

On November 1, 1999, the Board of Selectmen signed an Agreement with Phillips Academy to lease Williams Hall on Phillips Street for \$1 per year for thirty years for the location of the new Andover Senior Center. The architect was hired, site work and engineering and the all-important fundraising commenced. The Council on Aging, the Senior Center Building Committee and the Friends of the Andover Senior Center, Inc. continue to work towards the successful completion of this project by 2002.

# DIVISION OF ELDER SERVICES STATISTICS

DESCRIPTION	FY1996	FY1997	FY1998	FY1999
<b>SOCIAL DAY PROGRAM</b>				
Number of Individual Clients	40	47	37	36
Total Days Used	3,434	3,067	2,591	2,248
<b>INSTRUCTIONAL CLASSES</b>				
Number of Unduplicated Elders	212	480	550	555
<b>LECTURES &amp; SEMINARS</b>				
Lectures & Seminars	36	36	32	34
Number of Attendees	810	969	1,043	978
<b>NUTRITION</b>				
Meals-on-Wheels Served	13,072	13,092	8,725	11,770
Number of MOW Clients	99	120	105	112
On-site Lunches Served	6,009	10,400	11,469	9,117
Lunch Site Attendees		1,034	1,069	1,000
Total # Meals Served	19,180	23,612	20,299	20,887
<b>SOCIAL &amp; RECREATION</b>				
Supper Club Attendees	30	90	100	246
Number of Special Events	15	10	25	43
<b>MEDICAL TRANSPORTATION</b>				
Number of Miles Driven	7,917	8,000	12,720	12,817
Number of Rides	500	550	1,100	1,296
Number of Riders	102	109	150	184
Number of Drivers	18	18	26	25
<b>FRIENDLY VISITOR PROGRAM</b>				
Number of Clients	27	42	65	104
Number of Visitors	20	42	90	88
Value of Program			\$65,520	\$75,712
<b>VOLUNTEER SERVICES</b>				
Senior Center Volunteers*	124	141	149	145
Number of Hours Served	15,519	19,079	22,417	26,955
Value to Senior Center	\$217,266	\$267,106	\$313,838	\$377,370

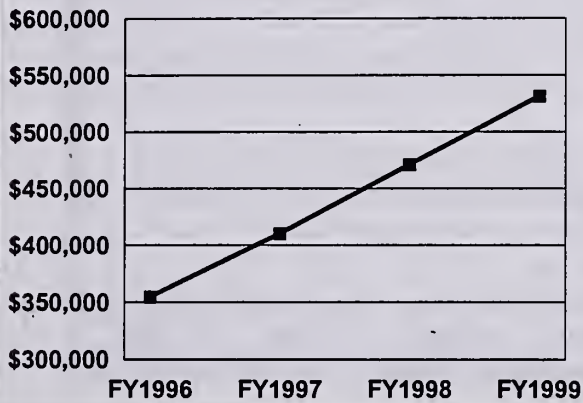


# DIVISION OF ELDER SERVICES STATISTICS

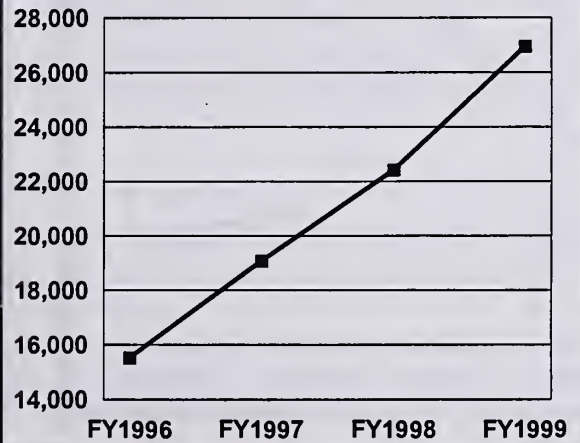
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## ELDER SERVICES STATISTICS

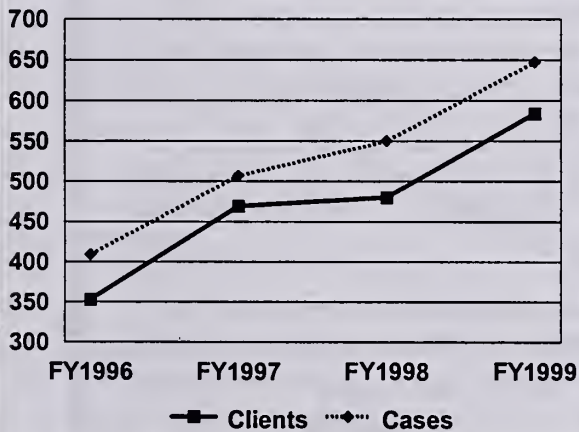
### VALUE OF VOLUNTEER SERVICES



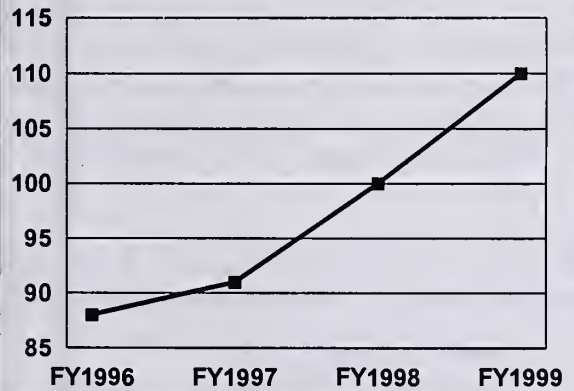
### VOLUNTEER HOURS SERVED



### OUTREACH SERVICES

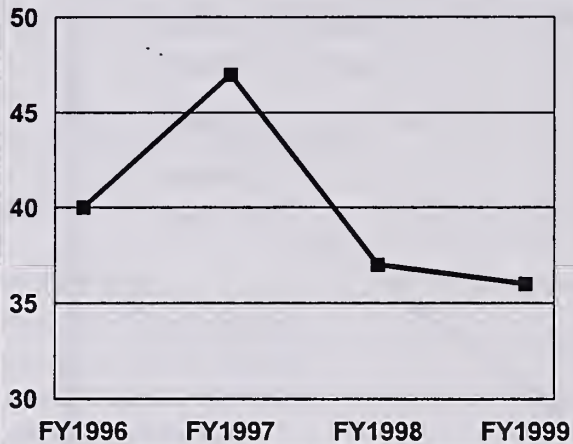


### TAX VOUCHER PROGRAM # OF PARTICIPANTS

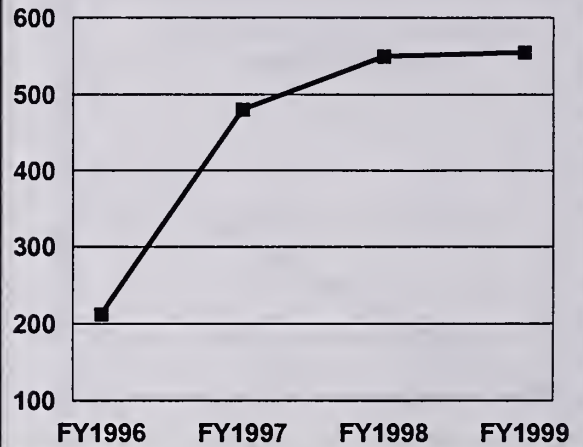


# ELDER SERVICES STATISTICS

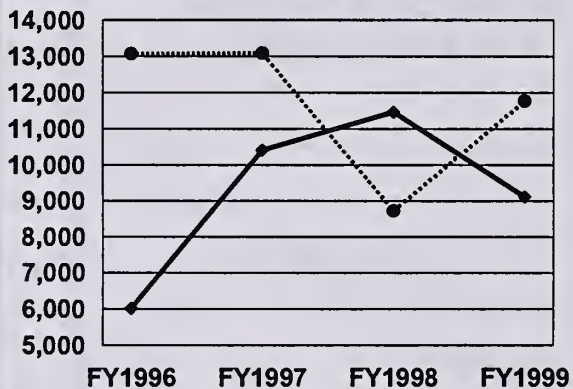
**SOCIAL DAY PROGRAM**  
# Clients (Non-duplicated)



**INSTRUCTIONAL CLASSES**  
# Clients (Non-Duplicated)

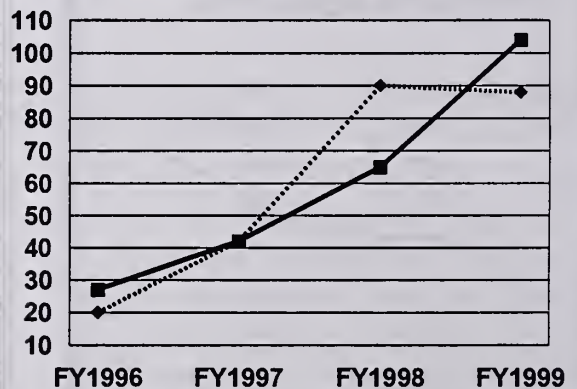


**MEALS SERVED**



— On-Site Lunches  
..... Meals on Wheels

**FRIENDLY VISITOR PROGRAM**



— Clients  
..... Visitors



## DIVISION OF YOUTH SERVICES

*The AYS aims to provide young people useful experiences to promote healthy growth and development. It is our goals to build a network of affordable, accessible, safe and challenging youth programs that appeal and respond to the diverse interests of young adolescents and their families.*

Andover Youth Services (AYS) was established to address the need for an increase in recreational, educational, social and support programs for the middle school and high school populations within the community. AYS supplies the youth of Andover with programs, services and activities throughout the year. The AYS provides a direct link that connects youth to their community. Andover's young people may face many challenges and it is the mission of AYS to develop and maintain a program that has the ability to be flexible and encourages all youth to use their creativity and spontaneity in positive ways.

The AYS Summer Program began with 30 kids in a mat room and has developed into a multi-faceted program that involves over a thousand young people. The ten-week program offers a wide variety of trips, adventures, camps, clinics, services and extended trips for young people 11 to 16 years old. Every Summer a new line-up of activities is offered with the focus on the importance of teamwork and introspective learning. Additionally, participants learn that their strengths, combined with others, enhances the quality of the experiences and expectations for their lives. This is accomplished by encouraging youth to participate in the structured activities offered through the Summer Program. Additions to the AYS Summer Program were the Summer Shack, expanded Girls of Summer Program, Mountain Biking Program, Summer Track Program and an Introduction to Lacrosse program for 8 to 10 year olds.

Since 1997, the AYS has continued to expand the lacrosse program in Andover. The Youth League experienced an overwhelming increase in enrollment and additional youth teams were added for both girls and boys. In addition to growth on the youth level, AYS led the effort to fundraise and implement a boys lacrosse team into the high school in the Spring of 1999. The team had a successful season and in 2000, a girls team and JV squad are a reality. Lacrosse has been a year-round effort offering clinics, introductory sessions and pick-up sessions. AYS continues to support this growing program by sustaining year-round fundraising efforts, recruiting coaches and volunteers.

In 1999, the AYS developed the White Mountain Snowboard into a series of three-day snowboarding camps at Loon Mountain led by a team of sponsored instructors and a multi-talented AYS staff with the focus on improving riding skills with instruction on free-riding, half-pipe and jumps while maintaining safety as the number one priority. AYS ran four camps in 1999 over school vacations and weekends.

The AYS collaborated with the Division of Community Services (DCS) and expanded programs to the elementary schools with an enormous flag football league. Using high school coaches, elementary students were organized into teams and played against each other. This program was a phenomenal success and experienced the same enthusiasm at the middle school level.

The support piece of AYS has continued to flourish with an increase in the Community Service Program, the After-School adventure-based Program, drop in and flexible office hours, court-related services, volunteer and intern opportunities, hospital visits, referrals, college and employment recommendations, fundraising for youth programs, crisis intervention, outreach, 24-hour emergency response, parent support and education, discussion groups and specialized in-school groups.

AYS events provided a community venue for young people to expose their creative talents. The Second Annual Keep It Wild Fashion Show, Homegrown Film Festival, Night of Fright, Shakespeare in the Park and numerous concerts and dances attracted thousands of youth and presented unique entertainment opportunities for the Town of Andover.

The Andover Community Skate Park established a 23,000 square foot permanent site and additional improvements were made to the Park. A new fence, landscaping, seal-coated surface, more ramps and a well-trained staff contributed to making this year as successful as the first year. The support and hardwork of the Plant and Facilities Department was vital in ensuring that the necessary improvements were made in time for the Summer opening.

It is essential to connect with other young people, groups and systems already working with young people. The AYS remained dedicated to establishing a community-wide network of supportive services for young people. AYS worked directly with these organizations creating and implementing policy, action items, fundraising and advocacy for youth. Each of the following groups concentrates on developing programs, services and outreach to those young people who are not connected positively to the Andover community: Merrimack Valley Youth Forum, Andover Youth Council, Andover Youth Foundation, Inc., Friends of Andover Youth, Andover Community Advocates for Resources, Education and Support (CARES), Gender Equity Committee, Community Health Advisory Team (CHAT) and AMC Youth Opportunities Program (YOP).

The AYS advocated for a new position in the Division of Youth Services. The employee provides additional program and administrative support to the Division since its establishment as a separate entity in July.

AYS receives ideas and concepts directly from the young people themselves and then takes these ideas and empowers the youth to make them happen. By interacting alongside young people, whether it is handing out flyers or creating plans for a new Youth Center, the programs created and implemented by AYS are immediate reflections of what the youth want and need. By staying true to our philosophy, the AYS will continue to provide a diverse range of activities, events, groups and programs for all young people of Andover in the new millennium.

## VETERANS SERVICES

*The mission of the Veterans Services Office is to do whatever is necessary to provide Andover veterans with benefits, entitlements and services whether they be medical, administrative, financial or quality of life.*

The Veterans Services Office provides or coordinates all state and federal financial, medical and administrative benefits to Andover's over 3,500 veterans and their families. Since July 1, 1999 the Office has responded to inquiries or requests from over 500 local veterans and has provided direct financial assistance for fuel, food, burials and medical needs to fourteen Andover families. The Town receives reimbursement from the Commonwealth for 75% of the funds provided to local veterans under Massachusetts General Laws Chapter 115.

In addition, the Office also plans and coordinates all patriotic observances on Veterans Day and Memorial Day and annually places over 2,200 flags on the graves of veterans buried in Andover. Band concerts and other civic activities are also handled by the Veterans Services Office.

A major highlight in 1999 was the Office placed over 250 local veterans on a special Veterans Administration Pharmacy Program which allows these veterans to receive 30-day supplies of prescription drugs by mail for \$2.00, thus savings Andover veterans thousands of dollars.

Statistically, forty-five (45) Andover veterans died during 1999: thirty-five (35) were World War II veterans, four (4) were Korean veterans and six (6) were Vietnam veterans.





## ANDOVER PUBLIC SCHOOLS

36 Bartlet Street  
Andover, Massachusetts 01810  
(978) 623-8501  
FAX (978) 623-8505

### SCHOOL COMMITTEE:

Eric J. Nadworny, Chairman  
Richard J. Collins, Secretary  
Frank M. Eccles  
Tina B. Girdwood  
Timothy M. McCarron

CLAUDIA L. BACH, Ed.D.

*Superintendent of Schools*  
cbach@massed.net

# ANNUAL REPORT

## 1999

## Andover School Department

During the 1999 school year the student population in the Andover Public Schools rose to 5,785. This was an increase of 87 students from the year before. In 1997 our student population grew by 70, and the year before that by 127 students. Over this last year the high school student population increased by 79 students and the middle schools by 42 students. In the 1990-91 school year our student population was at capacity in our elementary schools. Three years later our middle schools reached capacity. The severely overcrowded conditions that now exist in the elementary and middle schools have limited or threatened to eliminate completely important programs and activities for the students of the Andover Public Schools.

Currently, the students, along with more than 700 professional and support staff are housed in one 9-12 high school, two 6-8 middle schools, four K-5 elementary schools, and one K-2 controlled choice school. The FY'99 appropriation of \$36,357,762 permitted the school department to move forward in several areas described below, but some important initiatives and programs were slowed due to budget constraints. Despite our overcrowded schools and limited funds, the professional staff in 1998-99 continued to be committed to providing a high quality educational experience for all students.

To alleviate overcrowding, the School Committee placed on the warrant for the 1999 Town Meeting an article requesting \$2,517,000 for architectural and engineering services for constructing a new elementary school and a new middle school. By summer, 1999 the Town Manager hired the firm of Symmes, Manni & McKee, and appointed the School Building Committee comprised of: Mark Johnson (Chair), Jack Driscoll, Bernie Morrissey, Alan Champagne, Ray Hender, Tina Girdwood (also a member of the School Committee), and Claudia Bach (Superintendent of Schools). The School Committee voted to approve the Education Specifications for the schools, and the Building Committee approved the site plans during fall, 1999. The School Committee will place an article on the warrant for construction of the new schools. If the Town votes in favor of the article at Town Meeting in April, 2000, and it is approved by the Board of Selectmen, a debt exclusion referendum will go before the Town at a general election in late spring, 2000.

In spring, 1999 the Superintendent presented to the School Committee for its approval a "Short Term Space Needs Plan" to respond to the overcrowding in the elementary and middle schools. The Plan included constructing additional walls at Doherty to create two temporary classrooms, and the conversion of the teachers' room into a temporary classroom at Sanborn. (For a number of years walls have been constructed at schools to create more space, closets have been converted into office space, and modular classrooms have been purchased for Sanborn and Bancroft.) In 1998-99 all schools continued using cafeterias, stages, and hallways for music and art classes. In both middle schools more core curriculum teachers were required to share their classrooms, and some language arts, music and art teachers traveled from classroom to classroom with their supplies on carts. The Short Term Space Needs Plan will be reviewed and updated for the upcoming school year. Among other ideas under consideration, we anticipate converting Central Office space into classrooms for Doherty.

### School Committee and Central Administration -76-

The five elected Members of the School Committee met at least twice monthly during the year. Mr. Eric Nadworny ran unopposed in March. At its first meeting following the election, the Committee re-elected Mr. Nadworny Chairperson and elected Mr. Richard Collins Secretary of the Committee.

In Fall, 1999 the Superintendent appointed Mr. Bruce MacDonald Interim Principal at Andover High School. Mr. MacDonald stepped out of retirement to replace Mr. Larry Robinson who passed away in September, two days before the start of the school year. A search for a new high principal will begin in January, 2000.

In the spring, after input from teachers, administrators and Townwide PTO, the School Committee approved the **Goals and Objectives for the 1999-00 school year**. They are:

- Over-riding goal: **Ensure exemplary schools for our children.**  
Working Goal: **If we were to have an exemplary school program, what would it look like?**
- Goal 1: Base all decisions under the basic assumption that each child is a constant learner**  
**Goal 2: Make schools exemplary in areas of curriculum, instruction, assessment and support services, exceeding state standards where possible**  
**Goal 3: Commit to developing and maintaining exemplary facilities**  
**Goal 4: Promote positive and productive working relationships among all members of the school community**  
**Goal 5: Foster working relationship with School Committee, Selectmen and Finance Committee members to develop and implement strategic School/Town Planning**  
**Goal 6: Continue to improve community confidence in our school system**

In late summer, the School Committee met with the objective of providing future direction to staff. In answer to the working goal presented above, the Committee came to agreement that an exemplary education should:

1. Focus on the education, development and well-being of all students (that everyone share the conviction that we should have the best possible school system).
2. Offer a rigorous and challenging academic program to inspire the best efforts of students at every level.
3. Respect fine teaching; encourage teachers to continue as active learners throughout their careers.
4. Offer stimulating extra-curricular programs in the arts, athletics, and community service—especially important to students who may not enjoy classroom success.
5. Have an adequate, competent and caring support staff.
6. Have leadership that provides a sure sense of direction to the system, inspiration to the staff, and strong advocacy in support of teachers.
7. Respect parents as vital participants in their children's education, and invite their involvement in the schools.
8. Place high value on community involvement and encourage on-going mutual communication with townspeople and community organizations.
9. Recognize and celebrate accomplishments of both students and staff.
10. Hold individual teachers accountable for maintaining high standards. Work with under-performing students to help them achieve success, instead of letting them drop through the cracks unnoticed.
11. Be always evolving—not standing still—with teachers, staff and administrators constantly seeking ways to improve their schools.
12. Exhibit a culture of shared values, good citizenship and mutual respect in every school.

At the same time the Committee identified new areas for long range planning. These are: Facilities, Programs, Governance, Human Resources, Special Education, and the Library/Media Program. These programs joined existing long-range plans for Curriculum, Instruction and Assessment, Technology, Professional development, Capital Improvement, and Budget. These individual plans together constitute the school district's Comprehensive Long-Range Plan.

School Committee meetings included the "Superintendent's Showcase of Exemplary Practices" and workshop sessions to discuss important issues such as criteria for honor roll, Level I, II, and III classes at the high school, graduation requirements, after school programs, and school culture in the wake of Columbine. Members of the School Committee, Administration, and the Andover Education Association engaged in a series of informal roundtable sessions to improve the working relationship among the parties and to move forward together on important education initiatives.

#### **Assistant Superintendent – Curriculum, Instruction, Assessment, and Professional Development**

Annually, it is important to reflect upon the accomplishments of the teachers and administrators whose thoughtful work contributed to meeting the second year educational goals of Andover's five-year curriculum plan. Ninety-seven teachers, four assistant principals, seven high school program advisors, five elementary principals, two middle school principals, and six K-12 program coordinators worked diligently during the school year and in the summer to develop a coherent and quality educational program for Andover students.



Andover teachers implemented new and/or revised programs in social studies (grades K – 5 and grades 6 – 9), mathematics (grades 7 – 9), science (grade 9), English language arts (grades 6 – 9), and Latin IV through a planned and coordinated set of strategies aimed at achieving the district mission and vision of curriculum and instruction. The program implementation included new teacher-developed curriculum guides and materials, teacher-developed evaluation materials designed to determine student achievement of the Andover Curriculum Standards and Benchmarks, and a \$309,000 expenditure for new textbooks and curriculum specific computer software.

Professional development training centered on the district goals of diversifying instructional strategies in the classroom, writing in the content areas, and technology. The Staff Development Commission provided 360 teachers inservice courses during the school year. Grade 4 teachers participated in an expense-free graduate level course on Ancient Civilizations at UMass-Lowell through a grant written with surrounding communities. The grant also provided \$2000 for library books to supplement the classroom curriculum study of ancient civilizations.

Andover students participated in local, state, and national testing programs during the past year. Students in grade K – 9 took mathematics and science pilot tests developed by Andover teachers and administrators to measure each student's performance in achieving the grade level benchmarks. Grade 3 students took the Iowa Test of Basic Skills in vocabulary, reading comprehension, and spelling in April 1999. Ninety-seven percent of the third graders tested met the state reading goal, including those with special needs who may require accommodated testing procedures and students with limited English. Students in grades four, eight, and ten took the second MCAS (Massachusetts Comprehensive Assessment System) exams in English, mathematics, science and technology, and social science/history. The intent of these assessments is to raise academic standards across the Commonwealth and to make schools and students accountable. The second year test scores revealed that many Andover students were above the state average ("proficient" and "advanced") in all four subject areas. There were also a number of students who scored in the "needs improvement" and "failing" category. Overall, Andover ranked 11<sup>th</sup> in the state on the second round of MCAS testing. In the area of college admission test scores, 95% of Andover High School students took the SAT 1 with a high score of 1118. One hundred and twenty-four students took 220 Advanced Placement exams and achieved an average score of 3.9 out of 5 points. The class of 2000 had 5 semi-finalists and 5 commended students recognized by the National Merit Scholarship Program.

Several Andover administrators, Brenda O'Brien, Theresa Murphy, David Nichols, Raymond Tode, and Marinel McGrath, wrote and received \$429,098 in state, federal, and private foundation grants. The grants funded curriculum development and professional development opportunities for teachers and administrators in the areas of mathematics, science, reading, writing, social studies, technology and media, health education, advanced placement course development in English language and environmental science, lesson development and materials for gifted and talented students, and assessment development.

In summary, the initiatives in curriculum, instruction, assessment, and professional development continued to advance the coherence and quality of our educational program. There are many goals yet to achieve which are dependent upon adequate levels of budget funding. Our professional staff must have the resources if we are to continue to be competitive with similar school districts in developing and providing a high quality educational program for the students of the Andover Public Schools.

### **Business Office**

The primary responsibility of the Business Office is the development and oversight of the Annual School Budget. This includes constructing the budget, monitoring expenditures, administering the financial provisions of labor contracts, purchasing, preparation of a Five Year Financial Forecast, development of a Five Year Capital Improvement Program, and tracking grant awards and disbursements. In addition to financial oversight, the Business Office is responsible for facilities management, system-wide technology, student transportation and food services.

In 1999 the Business Office completed several major projects:

- The technological capabilities of the Business Office were upgraded. New equipment was purchased in 1997 and new financial management software was purchased in 1998. The payroll and accounts payable systems were successfully converted during calendar year 1999. This conversion to new financial management software was conducted jointly with the Town.
- The Business Office continued to play an important role in the expansion of school facilities by providing valuable data (enrollment projections, etc.) to the School Committee, the Superintendent of Schools, the School Building Committee and Town personnel which assists in the planning needed to address existing overcrowded schools and providing adequate student space in the future.



- The annual Five Year Capital Improvement Plan was updated to reflect the ever-changing needs of the School System. In conjunction with building principals and the Department of Plant and Facilities, priorities were set and cost estimates established. Major items were included as part of the town's annual Capital Improvement Program.
- The Student Management Software used the past two years at Andover High School was successfully installed at the other seven schools. Extensive training for administrators and support staff has been ongoing. The middle schools will use the new software for student scheduling for the 2000-2001 School Year.

### **Human Resource Office**

- After an extensive and lengthy appeal process, the classification plan project work finally came to an end. The project involved the re-writing of every town job description, as well as the hierarchical ranking of all positions within town government. Concomitant with the work on the classification plan was the completion of a wage and salary survey for the positions within the plan. Both the classification plan and the wage and salary recommendations have been accepted by the Town's Independent Employee Association and will be implemented shortly.
- The Human Resources Office continued to serve as the liaison for both the Town and the School Departments to the Commission on Disabilities. Over the last year, extensive accessibility audits were done on the Shawsheen School, Andover High School, the West Middle School and the Town's election polling sites. The Town's Plant and Facilities Department, as well as the Town's Engineering Department, did extensive work both inside and outside of these facilities. Examples of this work include the improvement of handicap parking spaces, the re-grading of accessible ramps, the improvement of fire evacuation and exit signage within the high school, and various other improvements within these buildings.
- In the area of training, Human Resources facilitated an extensive management-training program for town supervisors and department heads. This training included work with the Myers-Briggs Personal Style Inventory and assessment of each participant's management and communication skills. Work was also begun in providing a cohesive and coherent approach to employee performance appraisal.
- Recruitment, as always, was an area of tremendous activity throughout the year. We approximated 90 school-related hires over the summer months alone; most notable in this group were an interim high school principal, an assistant director of pupil personnel and a special education program head for the high school. At the same time, Town recruitment, although less voluminous, remained quite active. Most notable among Town hires were an assessor, a director of public works, and a construction project manager to oversee the Town's major building projects.
- Other notable initiatives included: the re-certification of 95% of Andover's public school teachers in accordance with the requirements of the Education Reform Act; participation in extensive training in interest-based collective bargaining; and inoculation of parks and ground workers against Lyme disease.

## **School Reports**

### **Andover High School**

#### **Social Studies Department**

In Year II of a five-year plan to align curriculum with state standards, the department completed the revision of the 9<sup>th</sup> grade course work and developed a teacher's guide. A new test—Littel's World Civilization—was successfully introduced at the freshman level. Plans are underway to add four electives to the departmental program in 2001-2002, with another four additions the following year.

#### **• The English Department**

The department brought its 9<sup>th</sup> and 10<sup>th</sup> grade curriculum into alignment with both Massachusetts Curriculum Frameworks and the new history curriculum in a two-year sequence preparing students for the MCAS. The new course, "Diverse Views as Seen Through Literature," introduced students to a wider range of cultural voices than the traditional American-Brit-Lit course of the past.

#### **• World Language Department**

The department introduced two new courses: an introductory Latin class and Latin IV. Department members continued to make the most of the new technology installed in the lab last year.

#### **• The Mathematics Department**

An assessment program replicating the MCAS was initiated to better prepare students for the statewide exams. Advanced Placement Statistics and an introductory course in Advanced Placement C++ were added to the curriculum to provide juniors and seniors with a broader background for college placement.

#### **• The Science Department**

Students benefited from the updated computer simulations software series from Logal and Probeware from Vernier. The AHS Science Team, consisting of students from all four grades, continued to hold their own in the North Shore

Science League, a group of 40 schools who compete in events ranging from basic scientific knowledge to sophisticated problem solving.

- **Counseling Department**

The department continued to bridge the transition from middle-to-high school with an orientation night for parents of eighth graders. Students looking forward to the transition to college were supported by the successful "Choice, Not Chance" college planning program designed to present and explain the variety of opportunities available to our graduates.

### **Doherty Middle School**

During the past year we sought to maintain our academic programs while contending with our ever-increasing student population. New classrooms were carved out of existing space. Approximately 20% of the cafeteria was walled in to create a world language class. Half of the industrial arts shop room was also walled off to create another classroom.

Doherty's School Improvement Council was extremely active in 1999. The council focused its efforts on the impact of class size on student performance, student/teacher ratios, ratios of students to other support resources, and the establishment of a school environment characterized by acceptance and respect for all groups. The plan created by the council was submitted to the School Committee on November 29, 1999. To the extent that it was possible, the recommendations found in this plan were supported in the budget prepared by the Superintendent of Schools.

Reflecting the School's commitment to the middle school philosophy, Doherty continued to emphasize and expand on the team concept. For some time now, we have included a special education teacher as a full participant on each team. Under this model SPED teachers attend classes every day in each of the team academic disciplines, working with both students and subject teachers. This allows a more productive assisted study later in each day because the special education teacher knows exactly what is going on in all the team subjects. That teacher also has a homeroom and attends the daily team meetings. This inclusive model has become a keystone of our school by placing Doherty in the unique and positive position of being able to better serve the needs of special education students as well as those in regular education.

As was the case last year, Doherty's teachers continued to emphasize performance-based education as a fundamental part of middle school instruction. Teams found every opportunity to allow students to publicly demonstrate their learning. This "hand-on" approach to instruction is a hallmark of a true middle school.

### **West Middle School**

Under the direction of parent volunteers and the West Student Government, West Middle School instituted a school wide community service requirement. The "Bridge of Kindness" program invited all students to submit proposals for five hours of service and outreach to the community. Each proposal was approved by the Student Government.

Technology initiatives took place last year. Grade 6 students took part in an international curriculum exchange through a "SMARTkids" Foundation grant. Students in six United States cities and six Canadian cities shared ideas and learning through the Internet. Six 'ambassadors' from West traveled to Calgary, Canada to meet students from each of the participating cities.

Dr. Karen Jacobs-Gold co-taught in Mr. Ken Kwajewski's technology classes. Together they raised students' awareness of proper occupational therapy techniques needed for healthy technology use. This unique program was recognized in U.S. News and World Report, the New York Times and the local media.

To increase literacy, West students were participants in the "Read Across America" project, logging miles as they read across the country. Monthly "Drop Everything And Read" (D.E.A.R.) events further encouraged enjoyment in reading, as all staff and students set apart time for pleasure reading, book talks and Media Center visits. The Andona Society and the Andover Fund for Education provided grant funding in support of West's new Literacy Journal. Student submissions of essays, poetry and creative writing were published. The Greater Lawrence Collaborative included several compositions in their joint writing project, AppleSauce. Other literacy programs included, "Poem in Your Pocket" Day, Morning Read and Book Talks with real life authors

### **Bancroft School**

Bancroft had four focus areas this past year – **communication, cooperation, challenge and celebration**. To further enhance **communication** within the Bancroft community, two new initiatives were established – WBAN BANCROFT TODAY – a weekly, student produced, TV News program, and THE BANCROFT BANTER – a weekly professional newsletter.



Bancroft received its third Technology Literacy Challenge Grant. The \$40,000 Department of Education grant was used to establish a professional development training center to encourage writing across the curriculum with portable word processors – “The Write Way With The Write Tool – Alpha Smart 2000’s”. The training center offered four full day workshops and five special interest groups for MassCUE (Massachusetts Computer Using Educators). The training team provided mentoring assistance to Lawrence, Lowell, Shrewsbury, Westford, and Malden Public Schools. Student use was expanded to grades two through five.

In the area of **cooperation**, Bancroft’s Student Council expanded its efforts in community service learning projects. The council was comprised of 86 members, five faculty and three parent advisors. There were four subcommittees – Community Service, Earth Watch, The Big B School Store, and Hospitality/School Spirit. The council worked cooperatively on a number of cross-age teaching projects with middle and high school representatives.

Two new professional developments were created to address the **challenge** of effective instructional practice. Bancroft’s Newcomers Club was developed and approved as a professional inservice program by the Staff Development Commission. Seventeen teachers and specialists participated in a series of bimonthly discussion/training workshops on such topics as differentiated instruction, behavior management techniques, evaluation, etc. A bimonthly training program also was established for all regular and special education teaching assistants. Our goal was to enhance the use of assistants for instructional support and enrichment groups.

In the area of **celebration**, Bancroft established a new student recognition program – “Who I Am Makes a Difference”! Students were awarded gold cards for their random acts of kindness to others and personal contributions to the school community. Bancroft also celebrated the completion of a new kindergarten playground thanks to the collaborative efforts of the School Improvement Council and PTO.

#### **Henry C. Sanborn Elementary School**

In keeping with the United Nations’ declaration of Year 2000 as International Year of Peace, Sanborn School’s 1999-2000 theme was **Keeping the Peace**. Through vocabulary development, research opportunities, reading incentives, presentations, and other hands-on activities, the students learned the words and skills of ‘keeping the peace’. These skills came in handy as our school population burgeoned! We had four classes at each of the six grade levels utilizing every large-group space in the building with a total of 480 students and 22 classroom teachers. Art, music and health teachers instructed in the classrooms with the result that every other nook and cranny in the building was used for small group instruction and teacher planning. Nevertheless, the school community remained as committed and active as ever. Our tradition of community service continued through the sponsoring of such activities as Harvest Festival, Spooky Fun Fair, Si Se Puede coat collection, Jump Rope for Heart, Toys for Tots, Childreach, UNICEF.

An extraordinarily active parent group and student council helped keep the school spirit and civic responsibility programs vital. An unprecedented 36 parent sub-committees enabled the staff to provide a wide range of extra services including enrichment activities, birthday wishes, school directory, school Web site, sign board, and gardens. New projects included the addition of the Candy Bachner Memorial Outdoor Classroom and the Sanborn Arboretum. Most importantly, the Sanborn students continued to do well academically and in every other way. Ninety-six per cent of our third graders scored in the proficient or advanced categories on the reading portion of the Iowa Tests of Basic Skills (51% at the advanced level). The fourth graders did well with the MCAS tests with similar scores to those received by last year’s group, which puts our students in the top-scoring twenty schools across the state in the area of English/Language Arts. School personnel and parents continued to feel great satisfaction as they worked together to identify areas for growth and ways to accomplish their goals in a creative fashion.

#### **Shawsheen Elementary School**

In 1999 Shawsheen School, Andover’s only open enrollment school, continued to attract students to its Kindergarten through Grade 2 integrated primary program. Parents who selected the school valued the interdisciplinary thematic approach used by classroom teachers and specialists to make learning meaningful. The culminating activity at each grade level was a performance related to the school’s year long theme, “Endangered Species”. At the Kindergarten level, Earthsong, A Story in Song about Endangered Species was adapted to include the endangered species of our planet. Children sang about their adopted species and provided examples of physical education activities that related to the theme. First Graders performed in The Old Lady Who Liked Cats, a musical adaptation of Carol Green’s book about the importance of maintaining the balance of nature’s chain. The Second Graders’ production, We Are All Earth’s Children, was a delight. Parents designed the spectacular scenery and costumes for the musical. Everyone was impressed with the knowledge the children had acquired and their ability to perform on the stage at the Collins Center.

Helping children to act responsibly continued to be a major goal of the school. Last year’s course, Positive Discipline and Effective Class Meetings, was followed by a fall study group entitled, The Responsive Classroom. Together, the



staff learned additional techniques to increase social skills and decrease student behavior problems. After the children compiled classroom rules and logical consequences for breaking the rules, the staff asked the children to come up with one rule for the school that embodied all the rules. The rule they decided upon was: "WE TAKE CARE OF OURSELVES AND EVERYONE AT SHAWSHEEN SCHOOL." Class meetings and morning meetings were held regularly to affirm the humanity and dignity of students and provide children with a bridge into learning that made school more productive and children better citizens.

In 1999 children at Shawsheen continued to write books that were published with the help of parent volunteers. The children wrote more than 320 books, which were produced by three coordinators and 35 parents. First Graders read their books to parents at Authors' Teas. Five children shared their stories about family life, hiking, football, baseball and Disney World with the School Committee. Grants from Hewlett Packard, the Andover Fund for Education and Shawsheen's PTO provided equipment and software that sped up the publishing process and lightened the load for volunteers.

"The Once Upon a Time" auction sponsored by the PTO netted over \$25,000 for the school Media Center, the classrooms and staff development. Bookshelves, tables, chairs, display racks, books, software, a LCD Projector and an area rug were purchased for the center. All of the items listed on teachers' wish lists were also bought. Ways to teach higher level thinking skills were demonstrated by a Talents Unlimited consultant and summer staff development was funded.

The Town's Capital Improvement Plan provided funds to replace the gymnasium floor and upgrade the embankment and playfield. The children look forward to using the upper playfield in the spring of 2000.

### South Elementary School

The 1998-1999 school year began with 610 students and our school theme, "Who I Am Makes A Difference." Our school engaged in meaningful learning experiences, and we continued to see tremendous contributions to South School from our parents, teachers, students, staff members, and business partnerships. Our school beliefs of respect, responsibility, diversity, and lifelong learning continued to be our guiding values.

We thank the Andover School Committee for supporting our staffing initiatives. Our goal is to continue to advocate a strong school culture that leads to high achievement, strong relationships among students and teachers, and mutual respect for individual differences. Evidence of the culture at South includes the following: the holiday gift giving, the food drive, Spaghetti Supper, Curriculum Night, Budding Authors Week, Sock Hop, Community Read-Along, Teacher Appreciation Day, Children's Book Week, Ice Cream Festival, Celebration of Learning Day, and musical presentations at every grade level.

### Let's reflect on some grade level highlights:

Our kindergarten teachers wrote a math literacy grant, and students profited by the use of story boards, thinking games, and math manipulatives obtained through the use of those funds.

Grade 1 students read to their parents on May 12 at the annual Authors Day, and a variety of class books were published by our first grade authors.

Grade 2 teachers collaborated on a grade level thematic unit on penguins that included a trip to the aquarium in Boston. Second grade classes made family quilts as part of the social studies unit on ancestors.

Grade 3 students each published a collection of their work for the year in a hard cover book produced by Wells Bindery. The Eminent People Project involved research, the production of a three-sided story board, a Hyper-Studio presentation, and grade 3 students dressing in character to present their eminent person.

Grade 4 students studied poetry with Andover Poet Mary Chivers.

Grade 5 students studied archeology at the Peabody Museum at Phillips Academy. Speakers presenting to the fifth graders included Peter Merrick from the Division of Fisheries and Wild Life, who spoke to the students on his research on red bellied turtles; Kara Kelleher, who spoke to the students about her work as a civil engineer; and Steven Baker from the New England Aquarium, who shared his research on puffins.

In October Dr. Eileen Woods went to Washington, D.C. to receive the Thomas C. Passios Award and the National Distinguished Principals' Award. Fifth Grade Teacher Bonnie Browning was named the Andover School Department's Unsung Hero of the Year at the annual Founder's Day Dinner. The Special Needs Parent Advisory Council named First Grade Teacher Rosemary Pinksten an outstanding teacher for her contributions to the special needs students mainstreamed in her class. Grade 5 teacher Frank Rapisardi was presented the 1998 Lloyd Reuss award for teaching excellence in science for the most creative use of the World in Motion science curriculum. The fifth grade presented this exemplary program to the Andover School Committee during the spring of 1999.



### **West Elementary School**

West Elementary School engaged in a variety of activities during the past year. Our school-wide theme was *Sail the 4 Cs: Caring, Cooperation, Consideration, and Character*. Our goal was that all members of the West Elementary School community would treat each other with kindness and consideration. The staff, along with parents, encouraged prosocial behavior on the part of students. We wanted to ensure that children grow to adulthood with the values that we all cherish, such as honesty, kindness, and personal responsibility. To highlight our theme, the student council members created and presented a show that was seen by all students. The show consisted of songs and skits that focused on the various segments of our school-wide theme. The theme was also discussed in class meetings throughout the school year.

The student council was also involved in a number of other activities. Council members collected donations of non-perishable goods and delivered them to the People's Pantry in North Andover. Student council members also volunteered their time to work at the People's Pantry. A continuing clean up of the school grounds was another student council initiative. Students from all grade levels became "trash detectors" and removed litter from the playgrounds. A bake sale to charity was held just prior to the holiday recess. The council sponsored the annual luncheon for all first grade parents, giving parents the opportunity to eat lunch with their children.

West Elementary School students were involved in two other charitable enterprises. The Jump-Rope-for-Heart event raised more than \$1,300. The Easter Seals Shoot-Out generated donations in excess of \$1,200. The school store, staffed by fifth grade students, raised money to fund outdoor education scholarships.

Twelve teachers participated in the Reach Out to Schools: Social Competency Program. The program, run by the Stone Center at Wellesley College, is a comprehensive, multi-year social and emotional training program for elementary (grades K-5) children, their teachers, principals, and parents. The program recognizes the important role that relationships play in the academic and social success of children. The program works to support caring, respectful school communities with high expectations for all students. Participating teachers attended a two-day summer training program. They also attended periodic training sessions during the school year. Both the principal and assistant principal attended a training session, as well. The program involved weekly meetings, called Open Circles, whose purpose was to help students to work together as members of a classroom community. Students used these meetings to talk about classroom and school-related problems. The goal was to encourage students to be problems solvers and invest them in the process of being active, involved citizens. The West Elementary PTO continued its strong support of school activities. The PTO purchased supplies for 25 teachers who participated in the Igemaking in the Writing Process workshop. They also sponsored the fifth annual WERAWC authors' and writers' conference. The student-produced West TV aired every other Friday during the school year. These programs were educational in nature and focused on a different topic and classroom each time.

## **School District Department Reports**

### **Pupil Personnel Department**

The Pupil Personnel Office is responsible for insuring the delivery of specialized services to students who qualify according to Chapter 766 of the Massachusetts State Regulations. Services may be offered in one or a combination of the following areas: Specially Designed Instruction, Health Care, Speech/Language, Occupational &/or Physical Therapy and Counseling. This office also employs three teachers to provide instruction of English as a Second Language (ESL) for those students whose native language is one other than English, and two consultants/teachers for student with visual and/or hearing impairments.

In 1999 over 850 students received some form of special service, which was an increase of 145 over last year. This increase represented 14.7% of Andover's total student population of 5765. State averages for Chapter 766 services (17%) continued to be higher than Andover's by 2.3%. The committed staff deserved the credit and recognition for maintaining quality services while recognizing the need to be fiscally responsible.

Enrollment declined noticeably in the number of students requiring out-of-district placements in 1999. Only 42 students were in out-of-district placements compared to 63 students the year before. This reduction in number was, in part, due to the positive impact the middle and high school alternate programs had in providing quality options for students that allowed them to remain in the community. It is the hope and expectation that the development of additional options and the enhancement of existing programs will sustain this trend.

Technology is an important tool for assessment, instruction, and management of student data. The mandates of both federal and state laws reflect the value, importance, and impact that appropriate training and utilization of technology



can have in the lives of students. We continued to explore how technology can assist students and teachers in being more efficient independent learners in this fast paced information age.

Teacher training was an ongoing process to enhance and upgrade their skills to enable teachers to meet the needs of students presenting with more complex physical and mental issues. Those who attended workshops and conferences freely shared their new knowledge with colleagues. Individual staff members developed and taught professional development courses within the district and served as an ever-ready resource to staff. On a larger scale, district wide training will be required of all staff given the recent changes in both the federal and state laws that govern the criteria and delivery of services for students. By the fall of 2000, a new IEP form will be implemented as required by the state and federal laws. The emphasis for service delivery is shifting, to a larger extent, to general educators, with special educators providing support and specific strategies for improved learning.

In summary, the landscape of special education and the population it serves, with multiple variations, is continually changing. The number and complexity of students requiring service increased over last year placing serious strain on the existing staff. Teachers and therapists pursued additional training to meet student needs in the areas of instruction and technology with additional in-district training, to meet the demands of changes in the federal and state laws. The goal of the staff continued to be that of striving for excellence in educational environments while recognizing the restraints of the resources available to them.

### **Health Education Department**

The Andover Health Education Department provided comprehensive health instruction to the students of Andover to increase each student's mental, physical, emotional, and social well being. In 1999 there was full implementation of The Great Body Shop K-5 Comprehensive Health and Substance Abuse Prevention Curriculum and Grades 6-9 and 11-12 Health Education Curricula. We instituted sequential and coordinated teaching of health in compliance with State Curriculum Framing Learning Standards. We placed five health teachers in our elementary schools in 1999 to build positive self-concepts and decision making techniques in our children at an early age. Secondary students were given accurate, clearly defined, current health knowledge so that they may achieve their highest potential for well being. This program was designed to provide a variety of strategies and materials to enhance the students' quality of life.

The Department of Health Education administered the Center for Disease Control Youth Risk Behavior Survey to all middle and high school students with parental permission. Behaviors related to tobacco, alcohol and illegal drug use, sexuality, diet, exercise, violence, and mental health issues were reported. Community network teams such as Andover's Community Health Advisory Team, Gender Equity Task Force, Andover C.A.R.E.S. (Community Advocates for Resources, Education, and Support), Curriculum Councils, Youth Council, and After School At-Risk Programs met to build safe schools and communities. Staff wellness promotion via "Healthy Highlights," a health newsletter, was distributed. Check It Out, a community forum presenting the zero tolerance policy to Grades 6-12 students and parents in conjunction with the police department was presented.

- ♦ *Parent-to-Parent* sponsored speakers, workshops, and parenting education classes on a variety of health topics. Dr. Michael Thompson spoke on "Protecting the Emotional Life of Boys", Dr. David Treadway on "Sex, Drugs, and Rock and Roll--Can We Talk", and Professor Renee Hobbs on "Media Madness". Workshops on building skills essential for good parent-child relationships were offered.
- ♦ "*Making Connections*," an interactive conference attended by all seventh graders and their parents, was held at Doherty and West Middle Schools. The conference featured workshops on communication and decision making skills which were facilitated by high school peer leaders and professionals from the fields of adolescent development.
- ♦ At Andover High School girls participated in "Model Mugging" which imparts strategies for safe living. TEG and TAP Smoking Cessation programs were maintained. On going student support groups such as Kids for Kids, Students Against Drunk Driving, Growing Up Taking A Stand, Women's and Men's Issues Groups, Gay Straight Alliance, and Peer Leadership were active representatives of healthy lifestyles.

### **Arts Department**

#### **Performing Arts:**

Over 750 students Grades 3-12 pursued instrumental study. Instrumental and vocal students continued to participate through the audition process for district and state ensembles, and earned the following awards:

Five AHS students All-State	2 vocal, 3 instrumental
Eleven students Senior District	4 vocal, 7 instrumental
Seventeen students Junior District	14 vocal, 3 instrumental



Andover High School '99 musical was "Guys and Dolls".

#### **Visual Arts:**

Andover High School student art work was submitted to the Boston Globe and earned the following awards:

- **2 Gold Keys**
- **2 Silver Keys**
- **5 Honorable Mentions**

A full time drama director was hired for Andover High School. The department added two additional drama courses at the high school level: Art of Theatre and Improvisational Theatre.

#### **Notable Accomplishments:**

Andover High School Marching Band received a Gold Medal at the New England Scholastic Band Association Finals.

The district fine arts program "Bach to Bach" was presented. This production included students from every school and every grade level. The master of ceremonies moved the audience through a chronological program of music from the Baroque period to present day. A district wide art exhibit accompanied the production.

#### **Educational Technology Department**

The Andover Public Schools computer network was completed during the summer. Over 5000 student user accounts and 500-employee accounts were created and became operational. Every classroom and office space within the school system gained access to the Internet, e-mail, and other network services. The computer LAN/WAN network is comprised of 3200 computer drops in 9 buildings, 22 Windows NT servers, and 1400 Macintosh and Windows personal computers. All of the schools are connected to each other via a hybrid fiber-coax cable television (CATV) system that provides two-way data and video signal transmission. Free Internet access is provided to the Andover Public Schools through MediaOne's RoadRunner service. MediaOne agreed to provide no cost maintenance for the Andover CATV Institutional system.

Over the summer 134 new Pentium II 400 Mhz computers were installed in Andover High School. The 59 Macintosh computers in the Andover High School Science Department were replaced with Windows NT Pentium II 400 Mhz computers. The existing English 24 computer Macintosh 575 lab located in room 322 was upgraded to 25 - Windows NT Pentium II 400 Mhz computers. The 24 Macintosh 575 computers were distributed into the 12 English classrooms and setup for network operation. The existing Andover High School Math computer lab, located in room 354, consisting of 24 Pentium 133 mhz computers was upgraded to 25 - Windows NT Pentium II 400 mhz computers. The existing Andover High School Applied Technology Pentium 120 mhz computer lab, located in room 112, was upgraded to 25- Windows NT Pentium II 400 mhz computers. The 49 Pentium 120 and 133 Mhz computers taken from rooms 112 and 354 were re-configured with appropriate software installed in all general classrooms and several Special Education classrooms throughout the high school. Forty-eight new HP 2100 TN laser printers were also installed in classrooms throughout the high school. With the completion of this project, every classroom in the Andover Public Schools has at least one computer and printer. Each of these computers has access to the computer network, e-mail, and the Internet.

The 59 Macintosh computers removed from the High School Science Department were distributed to the elementary school classrooms and connected to the computer network, bringing the number of computers per elementary classroom to two. In addition, 183 Macintosh computers' RAM memory was upgraded to 32 mbs.

Over the past year schools began using the video resources available to them. Andover High School television production classes operated at capacity and the elementary schools developed video programming for their assigned television channel. *Bancroft Today* and *West TV* were two programs developed and produced on a regular basis.

MediaOne generously provided free cable access to its commercial CATV programming. We selected 13 "educational" channels that were then made available to all classrooms. These channels are: WGBH, Animal Channel, A&E, Discovery, C-SPAN A, C-SPAN B, the Weather Channel, the History Channel, CNN, CNN Headline News, New England News Channel, the Spanish Channel, and the Learning Channel. In addition, the Andover Public Schools provided access to the Andover Education Channel, the Andover Education Training Channel, and Satellite programming such as the Massachusetts Corporation for Educational Telecommunication.

We redesigned the Andover Public Schools' web site and continued to provide relevant, up-to-date information about the school district, schools, and school events.

### **Physical Education Department**

The Physical Education Department provides instruction to all K-12 students enrolled in the school system. Adapted Physical Education provided instruction and service to approximately 293 students ranging in ages from preschool to high school. Physical Education instruction focuses on human development, physical fitness, and the acquisition of gross and fine motor skills and specific activity skills. Hopefully, students will be motivated to plan and pursue an active and healthy lifestyle throughout their lives. It is the goal of this department to provide students with a foundation of information and knowledge that will cultivate and facilitate such a lifestyle. This program is organized and implemented through the medium of various physical activities.

#### **Curriculum/Program**

- The high school course selection format giving students the opportunity to determine some of their course of study continues to be well received. The personal fitness course was oversubscribed. In addition to students fulfilling the requirement, many students selected this course as an elective.
- After completing the first year in the new high school fitness room, the department made initial plans to revise the high school Personal Fitness curriculum. This work will be conducted during the 1999-00 school year.
- Criteria were developed for assessing student performance for each of the elementary, middle school and high school standards.
- The specific benchmarks were identified by the department for assessing performance on each of the standards.
- Compared to the national average (50<sup>th</sup> percentile) of the President's Challenge Physical Fitness assessment, the overall average percentile for Andover's male students was at the 68<sup>th</sup> percentile, while the average percentile scores for female students was at the 74<sup>th</sup> percentile. Eighty-four percent of the students scored above the national average and 16% of the students scored at or above the 85<sup>th</sup> percentile on all five areas assessed.

#### **Noteworthy Recognition:**

- The Physical Education program continued to receive recognition for quality programs. Educators from other school systems frequently visited to observe the program and meet with the staff.
- Through invitation, the Adapted Physical Education staff presented their program at the National AAHPERD Convention held in Boston last April. The presentation was well received and attended. The staff was invited to present again in Florida.
- West Elementary physical educators Arthur Iworsley and Louise Rozzi conducted their 20<sup>th</sup> successful annual Jump Rope for Heart activity at West Elementary School. Their efforts last year placed them as the 8<sup>th</sup> highest fund raising school in New England for this worthy cause.
- After school activities at the different schools included intramurals, high school personal fitness and a variety of parent presentations and special events.

#### **Facilities**

- Construction of an indoor climbing wall for the Project Challenge course was completed in the high school gym.
- A new gymnasium floor was installed at Shawsheen School.

### **Athletic Department**

- Four fall teams won league championships – boys soccer, girls soccer, girls swimming, girls volleyball
- Sprinkler systems were completed at Lovely Field and the new varsity baseball field
- Safety work was completed on Lovely Field bleachers
- New fencing was completed at the front of Lovely Field
- Girls varsity swim team won State Championship, setting four new records in the process
- The following coaches were named Division I State Coaches of the Year – Ms. Fitzgerald (girls Swimming) and Mr. Loschi (girls soccer)
- Senior Citizens were recognized at School Committee meeting for contributions to Athletic Program



## GREATER LAWRENCE TECHNICAL SCHOOL

Participating communities in the Greater Lawrence Regional Vocational Technical High School School District are the City of Lawrence and the Towns of Andover, North Andover and Methuen. Enrollment statistics, course offerings and 1999 Highlights are as follows:

ENROLLMENT:	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>
Andover students	12	16	15
Placement of graduates/employment	81%	82%	84%
Business Firms with Coop. Work Agreements	2,075	2,115	2,163

The following courses were offered during the 1998-99 school year:

Allied Health	Autobody	Automotive
CAD/Machine/Drafting	Construction & Building	Carpentry
Cosmetology	Culinary Arts	Distributive Education
Electrical	Electronics	Graphics
Food Technology/Clothing Design	Industrial Electronics	Metal Fabrications
Office Technology	Plumbing/HVAC	Power Mechanics

### 1999 HIGHLIGHTS

- Building expansion project is on schedule, preparing for ground-breaking in Fall 2000.
- Plans have begun to build a home in collaboration with the Andover Community Trust.
- Two Academic Support grant programs were offered to students to increase academic proficiencies:
  - M.A.D. (Maximize Academic Development) was offered to ninth graders during after school hours in the Spring.
  - ReSuLTs (Reggie Summer Learning Times) was offered during the Summer as a preparatory program for incoming freshmen.
- The Community Service Projects Program featured thirteen technical areas completing projects for the four-member communities and community agencies. FY-99 projects included:
  - House building project completed by students from Carpentry, Electrical, Construction and Building, and Plumbing.
  - State-wide instructional seminar on surface mount technology coordinated by Electronics.
  - Participation in the Andover Christmas Parade.
  - Fabrication of protective bags for Andover Firefighters facemasks.
  - Repair of chairs and stools for Andover Middle Schools.
  - Printing for Andover Historical Society.
  - Service and repair of Chevrolet Blazer for Andover Police Department.
  - Coordination for the annual 'Taste of Andover'.
  - Repair and refinishing of two former police cars for Town of Andover.
  - Repair and refinish S-10 pickup truck for Town of Andover.
  - Coordination of the Andover Chamber of Commerce Annual Breakfast.



## ANIMAL INSPECTION

	<u>1997</u>	<u>1998</u>	<u>1999</u>
Number of dogs quarantined for biting	37	24	23
Number of animals tested for Rabies	17	18	15
Number of barns inspected	21	19	20
Number of beef cattle over two years	54	58	16
Number of beef cattle under two years	10	20	8
Number of beef steers	3	0	8
Number of beef herds (one animal constitutes a herd)	2	3	2
Number of cats quarantined for Rabies		157	132
Number of donkeys	2	3	2
Number of horses (includes work & saddle horses)	55	55	84
Number of ponies	19	15	21
Number of goats	1	11	8
Number of sheep	4	1	2
Number of swine	92	121	102
Number of swine herds (one animal constitutes a herd)	2	2	2

## ANDOVER HOUSING AUTHORITY

The Andover Housing Authority was organized in June, 1948. On October 3, 1999, the AHA celebrated fifty years of housing in Andover. The regular meetings of the Board of Commissioners are held on the third Thursday of every month at the Stowe Court Community Room. Board Members are as follows:

Ronald Hajj	-	Chairperson
Norma Villarrel	-	Vice Chairman
Hartley Burnham	-	Governor's Appointee
James Cuticchia	-	Treasurer
Jason Fox	-	Asst. Treasurer
Christine Metzemaekers	-	Executive Director

The Andover Housing Authority manages 218 units of state-aided elder/disabled housing, 56 units of state-aided family housing, 7 leased housing units under the Massachusetts Rental Voucher Program, 10 units under the state-aided Alternative Housing Voucher Program and 8 units of housing under the Massachusetts Chapter 689 program. In addition, the Authority administers 58 Section 8 Certificates and 68 Section 8 Vouchers which are federally funded through the Department of Housing and Urban Development.

### STATE FUNDED PROGRAMS: Income Limits

1 person	\$31,700	4 people	\$45,300	7 people	\$56,150
2 people	\$36,250	5 people	\$48,900	8 people	\$59,800
3 people	\$40,750	6 people	\$52,550		

Apartment turnover 1999: 30 Elder/Disabled units 8 Family units  
Average rent: \$241 Elder/Disabled Program \$340 Family Program

### FEDERALLY FUNDED PROGRAMS: Section 8 Rent Assistance Income Limits

1 person	\$20,250	4 people	\$28,960	7 people	\$35,900
2 people	\$23,150	5 people	\$31,250	8 people	\$38,200
3 people	\$26,050	6 people	\$33,600		

### STATE-FUNDED MODERNIZATION WORK: Completed 1999

- \$86,000 Roofs/Gutters - Frye Circle
- \$419,000 De-leading/Windows - Memorial Circle

### STATE-FUNDED MODERNIZATION GRANTS: Awarded in 1999

- \$578,300 Bathroom Renovations - Memorial Circle

### FEDERALLY FUNDED GRANTS RECEIVED:

Section 8 Family Self Sufficiency Program - \$47,000

## ANDOVER PRESERVATION COMMISSION

*The Andover Preservation Commission endeavors to fulfill its mission to advise the Town concerning the preservation of its historic and archeological resources.*

### Demolition Delay Bylaw

The Commission heard demolition requests for thirteen properties. Six were delayed six months, six were approved and one was continued.

### Local Historic Districts

The Ballard Vale Local Historic District Commission continues its work in hearing proposals and advising residents about the design of historically sensitive changes to buildings in the district. Dennis Ingram, Chairman, is the Preservation Commission's representative to this Board.

The Shawsheen Village Historic District Study Committee, Ray Flynn, Chairman, presented an article to the 1999 Annual Town Meeting in an effort to create a local historic district in the Village. The warrant article, requiring a 2/3rd's majority, was defeated by thirteen votes. The committee plans to resubmit the article at a future Town Meeting. The Preservation Commission strongly supports their effort.

### Heritage Education

The Andover Preservation Awards were held in May of 1999 at the Memorial Hall Library in cooperation with the Andover Historical Society to recognize outstanding examples of preservation in the community. Ten property owners were recognized.

### Other Projects of Note

- A public hearing was held to review impending demolitions in the Andover Village Industrial National Register Historic District along North Main Street and Stevens Street. The loss of these buildings will have a significant impact on the historical integrity of this district and threaten the viability of the district itself.
- The Community Preservation Act proposal is strongly supported by the Preservation Commission as a positive way to preserve historic structures, open space and quality of life within the Town.
- The Chairperson of the Preservation Commission met with the other Town board representatives and the Town Manager in an effort to improve communication. Review meetings will occur quarterly.



- Demand for housing and the resultant "mansionization" now occurring in Andover is a serious threat to historic residential neighborhoods. The Town does not currently have a means of addressing size of house to lot size to keep a newly constructed house in conformity with its surrounding neighborhood. The Preservation Commission is committed to working to develop zoning by-laws which will address this phenomenon.

## **BALLARD VALE HISTORIC DISTRICT COMMISSION**

*The purpose of the Commission is to ensure that changes and additions are harmonious to the District and to prevent changes that might detract from the aesthetic and historic values of the District.*

The Ballard Vale Historic Commission completed its fourth year conducting eleven regular meetings, one special meeting and two public hearings.

There were fifteen applications (two commercial - seven residential) submitted to the Commission during the year. The applications included repair and renovation of existing buildings (including additions and garage replacement), fencing and emergency demolitions.

The Commission began the year with eight of the nine positions filled with seven members who are residents of the district and one member, an architect, who also serves on the Andover Preservation Commission. The Commission would like to thank Bruce Taylor for his tireless efforts during his two years on the Commission. Bruce resigned in April of 1999. In June, Chuck Murnane (one of the original BVHDC members) was re-appointed to the Commission as an alternate. In July, Ron Kravette was also appointed as an alternate.

In the coming year, the Commission hopes to complete its plans for the posting of five signs to mark entry into the Ballard Vale Historic District. Work will continue on development of procedures and revision of the rules and regulations.

Respectfully submitted,

Dennis Ingram, Chairperson  
Diane Derby, Vice Chairperson  
Sherron Heller  
Perry Raffi  
Ron Abraham  
Chris Huntress  
Edward Morrissey  
Charles Murnane, Jr.  
Ron Kravette

## MARGARET G. TOWLE FUND

Under the terms of her will, the late Margaret G. Towle, long-time resident of Andover, bequeathed the residue of her estate to the Town of Andover, to be held and administered by it as a permanent trust fund. This trust is now known as the Margaret G. Towle Fund. Mrs. Towle stipulated in her will that the income from this fund "be devoted to the assistance of the procurement of assistance for worthy persons residing in the Town of Andover who may be in need of aid, comfort or support on account of old age, disability or unemployment."

The Fund is administered by a group of three Trustees, chosen by the Town Manager with the approval of the Board of Selectmen, which has disbursed the income from the Fund in accordance with the terms of Mrs. Towle's will. The cases are referred to the Trustees by private charitable groups and organizations, the Clergy and interested individuals.

During the twelve month period, the Trustees acted on sixteen (16) cases, disbursing \$15,838.59 on approved cases. Only the income of the Fund is available. The principal of \$345,825.50 and a substantial portion of the current income is invested under the direction of the Trustees. All disbursements are made by the Town Treasurer upon vouchers approved by the Trustees.

Balance of Income as of Dec. 31, 1998	\$147,475.22
Receipts - 1999	<u>30,332.80</u>
	\$177,808.02
Disbursements - 1999	<u>15,838.59</u>
Balance of Income as of Dec. 31, 1999	\$161,969.43

## JOHN CORNELL FUEL ASSISTANCE FUND

The John Cornell Fuel Assistance Fund was established by Article 17 of the 1893 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. In 1995 the trust documents were modified by the Probate Court of Massachusetts to permit the use of all types of fuel for heating, cooking or electrical purposes. Three Trustees, chosen on a staggered basis, by vote at the Annual Town Meeting, administer the funds. The Trustees approved no applications during the year.

Balance on hand 6/30/98	\$40,466.61
Income - FY-1999	2,697.04
Expenditures - FY-1999	<u>-0-</u>
Balance as of 6/30/99	\$43,163.65

TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

STATEMENT FOR THE YEAR ENDING DECEMBER 31, 1999

**CAPITAL ACCOUNT  
SUMMARY OF TRANSACTIONS**

	1/1/99	PRINCIPAL FUND			12/31/99
Money Market Fund	\$7,181.99	-Gain/(Loss) - Sale of Securities	\$2,120.00	Money Market Fund	\$0.00
Securities @ Book	252,731.78	-Brokerage Fees/Tax	(15.00)	Securities @ Book	280,724.71
		-Reinvest Mutual Fd. Cap.Gains	8,090.23	Res.for Cost/Mkt.	(9,643.92)
		-Transfers from Reserve Fund	10,615.71		
		- Adj. to lower of Cost/Market	(9,643.92)		
	<u>\$259,913.77</u>	Increase	<u>\$11,167.02</u>		<u>\$271,080.79</u>
			-----		

OPERATING ACCOUNTS

(RESERVE FUND & CASH ACCOUNT)

INCOME

Savings Account	\$5,993.36	Dividends Received	\$9,680.13	Savings Account	\$6,257.37
Checking Account	3,517.14	Interest Received-Bonds/Notes	2,181.10	Checking Account	4,501.87
Money Market Fund	11,790.02	Capital Gain Distributions	1,481.00	Money Market Fund	6,484.29
		Interest Received-Other	1,262.28		
	<u>\$21,300.52</u>				<u>\$17,243.53</u>
		Income Total	<u>\$14,604.51</u>		
			=====		

EXPENSES

Andover High School Projects	\$7,186.29
Misc.Operating Expenses	859.50
Expense Total	<u>\$8,045.79</u>
	=====
Net Income	\$6,558.72

TRANSFERS TO PRINCIPAL:

-10% of Income (1/1-12/31/99)	1,461.00
-Unexpended School Proj. Funds	3,327.33 (7/1/98 - 6/30/99)
-Add'l Funds Invested	5,827.38
Decrease	<u>(\$4,056.99)</u>
	=====

<u>\$281,214.29</u>	TOTAL PRINCIPAL AND OPERATING ACCOUNTS	<u>\$288,324.32</u>
=====		=====



TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

FUNDS ANALYSIS AS OF DECEMBER 31, 1999  
CAPITAL ACCOUNT

PRINCIPAL FUND	BOOK VALUE	MARKET VALUE	MARKET VALUE OVER/(UNDER) BOOK VALUE
CASH			
CASH/MONEY MARKET FUND	\$0.00	\$0.00	\$0.00
MUTUAL FUNDS			
3,137.710 Shs. Delaware Decatur Equity Income Fund, CI B	67,077.00	52,054.61	(15,022.39)
8,247.417 Shs. Federated High Income Bond Fund, CI B	95,000.00	86,267.98	(8,732.02)
4,550.412 Shs. Franklin Utilities Fund, CI C	46,544.42	39,042.54	(7,501.88)
1,276.183 Shs. Pioneer Growth Fund, CI B	23,469.95	24,643.09	1,173.14
682.639 Shs. PSE Technology 100 Index Fund	19,782.89	25,353.21	5,570.32
774.316 Shs. Seligman Comm. & Info Fund, CI B	18,976.10	33,613.06	14,636.96
TOTAL MUTUAL FUNDS	\$270,850.36	\$260,974.49	(\$9,875.87)
SECURITIES - BONDS/NOTES			
\$10,000 IBM Note, 7.250%, Due 11/1/02	9,874.35	10,106.30	231.95
TOTAL BONDS/NOTES	\$9,874.35	\$10,106.30	\$231.95
TOTAL SECURITIES	\$280,724.71	\$271,080.79	(\$9,643.92)
RESERVE FOR LOWER OF COST/MARKET	(9,643.92)		\$9,643.92
TOTAL PRINCIPAL FUND	\$271,080.79	\$271,080.79	\$0.00
RESERVE FUND			
ANDOVER BANK CD ACCOUNT	\$6,257.37		
MONEY MARKET CASH FUND	6,484.29		
TOTAL RESERVE FUND	\$12,741.66	\$12,741.66	\$0.00
CASH FUND			
CHECKING ACCOUNT - BankBoston	\$4,501.87	\$4,501.87	\$0.00
TOTAL FUNDS	\$288,324.32	\$288,324.32	\$0.00
Increase in Market Value from 1/1/99		\$7,568.12	

TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

STATEMENT FOR THE YEAR ENDING: DECEMBER 31,1999

SCHOLARSHIPS AND SPECIAL FUNDS

	BALANCE 1/1/99	ADDITIONS TO PRINCIPAL	CURRENT YEAR NET INCOME	SUB TOTAL	LESS AWARDS	BALANCE 12/31/99
H.W. & M.P. BARNARD	\$2,675.02		\$110.36	\$2,785.38	\$1,675.00	\$1,110.38
J.W. BARNARD	8,912.36		919.75	9,832.11	200.00	9,632.11
ALICE M. BELL	1,344.89		138.77	1,483.66	45.00	1,438.66
THOMAS BLACK	17,131.31		1,381.82	18,513.13	1,000.00	17,513.13
EDNA G. CHAPIN	3,078.55		317.68	3,396.23	100.00	3,296.23
FRED W. DOYLE	13,212.18		1,354.76	14,566.94	1,000.00	13,566.94
WARREN F. DRAPER	1,986.54		204.80	2,191.34	70.00	2,121.34
WILLIAM G. GOLDSMITH	2,839.09		294.84	3,133.93	0.00	3,133.93
ELIZABETH T. GUTTERSON	1,358.53		142.71	1,501.24	45.00	1,456.24
MYRON E. GUTTERSON	1,562.38		162.16	1,724.54	0.00	1,724.54
ANDOVER GRANGE	3,338.03		344.91	3,682.94	100.00	3,582.94
NATHAN C. HAMBLIN	20,645.80		1,115.89	21,761.69	1,000.00	20,761.69
MARGARET F. HINCHCLIFFE	38,976.67		4,016.96	42,993.63	2,000.00	40,993.63
PUNCHARD TRUSTEES	12,641.08		1,299.32	13,940.40	440.00	13,500.40
ANDOVER SERVICEMEN	33,220.19		3,419.02	36,639.21	2,000.00	34,639.21
HENRY WYATT	9,092.05	1,671.00 -A)	1,037.81	11,800.86	500.00	11,300.86
A.F.B. & W.A. TROW	84,986.97		6,175.87	91,162.84	2,000.00	89,162.84
RES. FOR LOWER OF COST/MARKET	0.00		(1,053.18)	(1,053.18)		(1,053.18)
	<u>\$257,001.64</u>	<u>\$1,671.00</u>	<u>\$21,384.26</u>	<u>\$280,056.90</u>	<u>\$12,175.00</u>	<u>\$267,881.90</u>

(A- Add'l funds contributed by Town Employees- 7/99.

SUMMARY-INCOME/(EXPENSE)

Interest Income	\$4,388.75
Dividend Income	7,134.15
Capital Gain Distributions	9,522.11
Gain/(Loss) on Sale of Securities	1,407.43
Brokerage Fees/Taxes	(15.00)
Adj. for Lower of Cost/Market	(1,053.18)
<b>NET INCOME</b>	<b><u>\$21,384.26</u></b>

FUNDS HELD	MARKET VALUE	BOOK VALUE	Variance
ANDOVER BANK CHECKING ACCT.	\$10.00	\$10.00	
ANDOVER BANK CD'S (2)	28,507.61	28,507.61	\$0.00
ALLIANCE MONEY MARKET FUND	11,526.07	11,526.07	0.00
1,416.794 Shs. DELAWARE DECATUR INCOME FUND	23,504.61	29,861.10	(6,356.49)
7,386.048 Shs. FEDERATED HIGH INCOME BOND FUND	77,258.06	84,000.00	(6,741.94)
1,105.054 Shs. TEMPLETON GROWTH FUND	21,829.40	20,905.61	923.79
ALLIANCE MONEY MARKET/ TROW FUND	11,101.44	11,101.44	0.00
2,249.548 Shs. PIONEER EQUITY INCOME/TROW FUND	60,940.26	48,694.11	12,246.15
1,571.820 Shs. PIONEER CAPITAL GROWTH/TROW FUND	28,151.30	29,367.29	(1,215.99)
\$5,000 IBM NOTE, 7.250%, 11/1/02	5,053.15	4,961.85	91.30
RESERVE FOR LOWER OF COST/MARKET		(1,053.18)	1,053.18
<b>TOTAL</b>	<b><u>\$267,881.90</u></b>	<b><u>\$267,881.90</u></b>	<b><u>\$0.00</u></b>

## TOWN OF ANDOVER, MASSACHUSETTS

## BALANCE SHEET

JUNE 30, 1999

		ENTERPRISE							
	GENERAL	WATER	SEWER	CAPITAL	SPEC REVE	TREASURER'S	LT DEBT	GRAND TOTAL	
	FUND			PROJECT		TRUST FUNDS			
ASSETS									
Cash and Equivalents	9,341,735.97	1,938,657.22	702,937.82	10,717,524.63	1,558,541.01	8,063,462.15		32,322,858.80	
Other Investments									
Accounts Receivables:									
Property Taxes	1,012,478.89							1,012,478.89	
Excise Taxes	601,259.83							601,259.83	
Water & Sewer Charges		1,617,748.41	789,552.46					2,407,300.87	
Tax Liens	1,409,885.54							1,409,885.54	
Deferred Tax	76,261.00							76,261.00	
Departmental Revenue	250,082.39							250,082.39	
Tax Foreclosure	200,714.26							200,714.26	
Special Assessments	6,345.96	26,204.18	344,120.46					376,670.60	
Due from other Governments					81,787.17			81,787.17	
Total Cash & Receivables	12,898,763.84	3,582,609.81	1,836,610.74	10,717,524.63	1,640,328.18	8,063,462.15	0.00	38,739,299.35	
Other Assets									
Deposits						321,500.00		321,500.00	
Amounts to be Provided for:									
Long Term Debt							66,894,550.00	66,894,550.00	
Total Assets	12,898,763.84	3,582,609.81	1,836,610.74	10,717,524.63	1,640,328.18	8,384,962.15	66,894,550.00	105,955,349.35	
LIABILITIES AND RESERVES									
Warrants Payable						(122,572.79)		(122,572.79)	
Accrued Payroll Withholdings	236,847.26							236,847.26	
Reserve for Abatements	(960,512.49)							(960,512.49)	
Deferred Revenue	(2,346,515.38)	(1,643,952.59)	(1,133,672.92)		(81,787.17)			(5,205,928.06)	
Due to Other Governments	1.25							1.25	
Unclaimed Items	(15,748.68)							(15,748.68)	
Guarentee Deposits	(27,502.74)		(5,223.49)					(32,726.23)	
Bonds Payable-Inside Debt Limit							(52,178,200.00)	(52,178,200.00)	
Bonds Payable-Outside Debt Limit							(12,447,500.00)	(12,447,500.00)	
Retirement of Bonds							(2,203,850.00)	(2,203,850.00)	
Lease Obligations							(65,000.00)	(65,000.00)	
Total Liabilities	(3,113,430.78)	(1,643,952.59)	(1,138,896.41)	0.00	(81,787.17)	(122,572.79)	(66,894,550.00)	(72,995,189.74)	
Fund Balances									
Unreserved	(5,107,154.62)	(1,693,570.22)	(639,164.48)		(1,498,924.94)	(8,262,389.36)		(17,201,203.62)	
Reserved for:									
Continued Appropriations	(896,734.60)			(9,545,714.60)				(10,442,449.20)	
Encumbrances	(2,587,472.60)	(245,087.00)	(58,549.86)	(1,205,159.72)	(59,616.07)			(4,155,885.25)	
Reserve for Expenditures	(1,204,000.00)							(1,204,000.00)	
Designated for:								0.00	
Appropriation Deficits				33,349.69				33,349.69	
Unprovided for Abates & Exempts	10,028.76							10,028.76	
Total Fund Balances	(9,785,333.06)	(1,938,657.22)	(697,714.34)	(10,717,524.63)	(1,558,541.01)	(8,262,389.36)	0.00	(32,960,159.62)	
Total Liab. & Fund Balance	(12,898,763.84)	(3,582,609.81)	(1,836,610.75)	(10,717,524.63)	(1,640,328.18)	(8,384,962.15)	(66,894,550.00)	(105,955,349.36)	



Town of Andover, Massachusetts  
Combined Statement of Revenues, Expenditures  
and Changes in Fund Balances  
All Governmental Fund Types and Expendable Trust Funds  
June 30, 1999

	Governmental Fund Type			Proprietary Fund Type		Fiduciary Fund Type	Total (Memorandum Only)
	General	Capital Projects	Special Revenue	Water Enterprise	Sewer Enterprise	Expendable Trust	
<b>Revenues:</b>							
Real Estate	56,134,009.62						56,134,009.62
Personal Property	1,466,565.51						1,466,565.51
Tax Title Redemptions	431,685.22						431,685.22
Motor Vehicle Excise	3,614,255.31						3,614,255.31
Intergovernmental	8,790,616.70						8,790,616.70
Other Excise	794,350.00						794,350.00
Penalties and Interest	597,446.57						597,446.57
Payments in Lieu of Taxes	4,032.00						4,032.00
Charges for Services - Water				6,030,007.38			6,030,007.38
Charges for Services - Sewer					2,145,581.55		2,145,581.55
Fees	203,693.65		92,991.91				296,685.56
DMM Facilities Rental	75,589.80						75,589.80
Departmental Revenue - Schools	103,654.53						103,654.53
Departmental Revenue - Libraries	28,288.17						28,288.17
Departmental Revenue - Cemeteries	31,565.00		13,200.00				44,765.00
Departmental Revenue- Recreation	385,226.39		304,182.85				1,136,919.83
Departmental Revenue- Ambulance	447,510.59						447,510.59
Other Departmental Revenue	442,828.95		107,915.63				550,744.58
Licenses and Permits	893,789.43						893,789.43
Special Assessments	1,033.62			3,063.01	65,384.63		69,481.26
Fines and Forfeits	291,917.10						291,917.10
Investment Income	943,410.25		2,658.97	77,959.12	29,316.35	568,441.63	1,621,786.32
Other	159,590.51	83,508.08	3,941,846.22				4,184,944.81
							0.00
<b>Total Revenues</b>	<b>75,841,058.92</b>	<b>83,508.08</b>	<b>4,462,795.58</b>	<b>6,111,029.51</b>	<b>2,240,282.53</b>	<b>568,441.63</b>	<b>89,754,626.84</b>
<b>Expenditures</b>							
General Government	2,552,211.46		536.35				2,552,747.81
Community Development	1,102,698.11	19,470.14	218,491.92				1,340,660.17
Community Service	1,207,536.90	104,566.61	361,787.03				1,673,890.54
Municipal Maintenance	4,875,143.98	626,458.01	68,782.29				5,570,384.28
Public Safety	8,769,442.71	698,127.13	954,653.09				10,422,222.93
Water Enterprises		451,755.38		2,323,431.57			2,775,186.95
Sewer Enterprise		609,170.29	7,809.00		1,333,544.97		1,950,524.26
Public Works	4,905,287.19	793,110.09	688,862.02				6,387,259.30
Library	1,963,392.93		20,213.84				1,983,606.77
School	33,956,257.50	1,117,617.60	1,866,535.06				36,940,410.16
Fixed							0.00
Insurance							0.00
Debt Service	9,667,737.74						9,667,737.74
Retirement	3,063,799.70						3,063,799.70
State & County Assessments	982,642.89						982,642.89
Unclassified	425,037.27		16,772.00			4,950,173.38	5,391,982.65
<b>Total Expenditures</b>	<b>73,471,188.38</b>	<b>4,420,275.25</b>	<b>4,204,442.60</b>	<b>2,323,431.57</b>	<b>1,333,544.97</b>	<b>4,950,173.38</b>	<b>90,703,056.15</b>
<b>Other Financing Sources (Uses)</b>							0.00
Transfers	465,784.41		(74,933.41)	(3,055,158.00)	(720,693.00)	3,385,000.00	0.00
Debt Activity		13,710,000.00					13,710,000.00
Other	(2,925,496.82)	(3,700,000.00)					0.00
<b>Total Other Financing Sources (Uses)</b>	<b>(2,459,712.41)</b>	<b>10,010,000.00</b>	<b>(74,933.41)</b>	<b>(3,055,158.00)</b>	<b>(720,693.00)</b>	<b>4,951,687.88</b>	<b>8,651,191.06</b>
<b>Excess (Deficiency) of Revenues over (Under) expenditures and other Financing Sources (Uses)</b>	<b>(89,841.87)</b>	<b>5,673,232.83</b>	<b>183,419.57</b>	<b>732,439.94</b>	<b>186,044.56</b>	<b>569,956.13</b>	<b>7,255,251.16</b>
<b>Fund Balance July 1, 1998</b>	<b>9,875,174.93</b>	<b>5,044,291.80</b>	<b>1,375,121.44</b>	<b>1,206,217.28</b>	<b>511,669.78</b>	<b>7,692,433.26</b>	<b>25,704,908.49</b>
<b>Fund Balance June 30, 1999</b>	<b>9,785,333.06</b>	<b>10,717,524.63</b>	<b>1,558,541.01</b>	<b>1,938,657.22</b>	<b>697,714.34</b>	<b>8,262,389.39</b>	<b>32,960,159.65</b>

TOWN OF ANDOVER, MASSACHUSETTS  
RECAP OF GENERAL FUND - BUDGET  
FISCAL YEAR ENDED 06/30/99

	CONTINUED APPROP	APPROP (ORIGINAL)	OFFSET RECEIPTS	RECEIPTS	RESERVE FUND	OTHER (STM)	TOTAL AVAILABLE	EXPENDED	TRANS TO UNRE FD BL	CONTINUED APPROP
<b>GENERAL GOVERNMENT</b>										
Personal Services		1,421,266.00					1,421,266.00	1,397,624.85	19,641.15	4,000.00
Other Expenses	117,121.30	864,717.00		7,833.72	10,675.00		1,000,347.02	818,646.83	40,300.13	141,400.06
	117,121.30	2,285,983.00	0.00	7,833.72	10,675.00	0.00	2,421,613.02	2,216,271.68	59,941.28	145,400.06
<b>COMMUNITY DEVELOPMENT</b>										
Personal Services		910,020.00	13,000.00				923,020.00	871,772.06	51,247.94	0.00
Other Expenses	48,941.00	164,190.00					213,131.00	172,267.39	13,757.36	27,106.25
	48,941.00	1,074,210.00	13,000.00	0.00	0.00	0.00	1,136,151.00	1,044,039.45	65,005.30	27,106.25
<b>COMMUNITY SERVICES</b>										
Personal Services		154,801.00	173,250.00		5,504.73		333,555.73	333,555.73	0.00	0.00
Other Expenses	8,949.91	48,255.00	226,750.00				283,954.91	267,711.61	665.37	15,577.93
	8,949.91	203,056.00	400,000.00	0.00	5,504.73	0.00	617,510.64	601,267.34	665.37	15,577.93
<b>ELDER SERVICES</b>										
Personal Services		141,067.00	226,725.00	186.21			367,978.21	367,890.74	87.47	0.00
Other Expenses	5,302.35	159,576.00		194.95			165,073.30	145,806.12	6,434.44	12,832.74
	5,302.35	300,643.00	226,725.00	381.16	0.00	0.00	533,051.51	513,696.86	6,521.91	12,832.74
<b>MUNICIPAL MAINTENANCE</b>										
Personal Services	2,043.40	1,990,698.00	170,000.00	154.80			2,162,896.20	2,212,046.07	(52,828.72)	3,678.85
Other Expenses	850,840.29	2,484,260.00		10,293.08	45,459.07		3,390,852.44	2,658,097.91	130,813.10	601,941.43
	852,883.69	4,474,958.00	170,000.00	10,447.88	45,459.07	0.00	5,553,748.64	4,870,143.98	77,984.38	605,620.28
<b>PUBLIC SAFETY</b>										
Personal Services		7,828,277.00	430,677.00				8,258,954.00	8,199,715.14	21,780.41	37,458.45
Other Expenses	51,386.18	543,973.00	21,280.00	4,201.05	23,800.00		644,640.23	568,444.15	363.81	75,832.27
	51,386.18	8,372,250.00	451,957.00	4,201.05	23,800.00	0.00	8,903,594.23	8,768,159.29	22,144.22	113,290.72
<b>DEPARTMENT OF PUBLIC WORKS</b>										
Personal Services		2,440,516.00					2,440,516.00	2,313,095.83	127,420.17	0.00
Other Expenses	591,949.30	6,517,275.00					7,109,224.30	6,193,399.10	587,155.58	328,669.62
	591,949.30	8,957,791.00	0.00	0.00	0.00	0.00	9,549,740.30	8,506,494.93	714,575.75	328,669.62
<b>LIBRARY</b>										
Personal Services		1,381,146.00					1,381,146.00	1,368,385.71	12,760.29	0.00
Other Expenses	45,162.51	540,404.00	48,000.00	2,693.14			636,259.65	595,007.22	0.00	41,252.43
	45,162.51	1,921,550.00	48,000.00	2,693.14	0.00	0.00	2,017,405.65	1,963,392.93	12,760.29	41,252.43
<b>SCHOOL</b>										
Personal Services	389,385.39	27,387,862.00	40,000.00	7,128.00			27,824,375.39	27,510,692.48	(110,920.19)	424,603.10
Other Expenses	364,663.68	6,059,290.00	50,000.00	39,453.47		424,225.00	6,937,632.15	6,328,212.02	149,192.36	460,227.77
GLRVTHS		117,332.00			21.00		117,353.00	117,353.00	0.00	0.00
	754,049.07	33,564,484.00	90,000.00	46,581.47	21.00	424,225.00	34,879,360.54	33,956,257.50	38,272.17	884,830.87
<b>UNCLASSIFIED</b>										
Other Expenses		776,500.00			(130,268.54)		646,231.46	0.00	69,731.46	576,500.00
	0.00	776,500.00	0.00	0.00	(130,268.54)	0.00	646,231.46	0.00	69,731.46	576,500.00
<b>FIXED EXPENSES</b>										
Debt Service		9,622,929.00			44,808.74		9,667,737.74	9,667,737.74	0.00	0.00
Stabilization		60,000.00					60,000.00	60,000.00	0.00	0.00
Insurance	35,793.95	516,400.00					552,193.95	412,973.78	10,351.91	128,868.26
Health Insurance Fund		3,325,000.00					3,325,000.00	3,325,000.00	0.00	0.00
Retirement		3,076,772.00		12,629.52			3,089,401.52	3,063,799.70	25,601.82	0.00
	35,793.95	16,601,101.00	0.00	12,629.52	44,808.74	0.00	16,694,333.21	16,529,511.22	35,953.73	128,868.26
	2,511,539.26	78,532,526.00	1,399,682.00	84,767.94	0.00	424,225.00	82,952,740.20	78,969,235.18	1,103,555.86	2,879,949.16

TOWN OF ANDOVER, MASSACHUSETTS  
 DETAIL OF SPECIAL ARTICLES  
 PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
ART 24, 1989	PUBLIC SAFETY									
ART 46, 1996	PUBLIC SAFETY STUDY	20,000.00						20,000.00		20,000.00
	DISPATCH CENTER	15,646.47						15,646.47		15,646.47
	TOTAL PUBLIC SAFETY	35,646.47	0.00	0.00	0.00	0.00	0.00	35,646.47	0.00	35,646.47
	TOWN GENERAL									
ART 62, 1997	MVRT TRANSP	20,510.00						20,510.00	12,832.49	7,677.51
ART 40, 1997	RECORD SCH/PL	407.69						407.69	98.40	309.29
ART 45, 1997	FIREWORKS	1,500.00						1,500.00		1,500.00
ART 77, 1996	MVRTA TRANSPORTATION	2,067.50						2,067.50	2,066.51	0.99
ART 8A, 1996	GROWTH RATE STUDY	2,209.84						2,209.84	2,209.84	0.00
ART 57, 1998	ACCUMULATED LEAVE	334,596.58						334,596.58	315,503.75	19,092.83
ART 82, 1998	FIREWORKS	7,500.00						7,500.00	7,000.00	500.00
ANNUAL	UNPAID BILLS	0.00					1,283.42	1,283.42	1,283.42	0.00
ART 33, 1999	SP MUNICIPAL CELEBRATION FUND						20,000.00	20,000.00		20,000.00
ART 36, 1999	FIREWORKS FUND						7,500.00	7,500.00		7,500.00
ART 48, 1999	ACCUMULATED EMPLOYEE BENEFITS						300,000.00	300,000.00		300,000.00
ART 48, 1999	OPPOSE GAS PLANT						50,000.00	50,000.00		50,000.00
		368,791.61	0.00	0.00	0.00	0.00	378,783.42	747,575.03	340,994.41	406,580.62
	PUBLIC WORKS									
ART 48, 1997	RIVER ROAD LAND	5,000.00						5,000.00		5,000.00
ART 58, 1997	ACQUIRE COLONIAL	25,718.10						25,718.10	8,750.00	16,968.10
ART 59, 1997	ACQUIRE PATRIOT	10,603.90						10,603.90		10,603.90
ART 49, 1997	BURTT ROAD	100.00						100.00		100.00
ART 44, 1987	ELM SQ TRAFFIC SIGNAL	7,633.08						7,633.08		7,633.08
ART 45, 1992	WAR MEMORIAL	2,960.47		225.00				3,185.47	505.14	2,680.33
ART 21, 1995	TRAFFIC SIGNAL	72,870.00						72,870.00	9,147.21	63,722.79
ART 57, 1995	WETLAND BYLAW	2,950.52		1,648.57				4,599.09	910.10	3,688.99
ART 65-3, 1998	ARIAL MAPPING	250,000.00						250,000.00	35,575.00	214,425.00
ART 65-4, 1998	TRAFFIC SIGNALS	12,000.00						12,000.00		12,000.00
ART 83, 1998	SIDEWALK PLAN CHESTNUT	10,000.00						10,000.00	10,000.00	0.00
ART 95, 1998	DAVID DRIVE	60,000.00						60,000.00	45,768.80	14,231.20
ART 98, 1999	BALLARDVALE SIGN	0.00					4,000.00	4,000.00		4,000.00
	TOTAL PUBLIC WORKS	459,836.07	0.00	1,873.57	0.00	0.00	4,000.00	465,709.64	110,656.25	355,053.39



TOWN OF ANDOVER, MASSACHUSETTS  
DETAIL OF SPECIAL ARTICLES  
PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
PLANT AND FACILITIES										
ART 65-8, 1998	SKATEBOARD BARK	44,040.00		3,214.00				47,254.00	46,572.70	681.30
ART 55, 1998	BALLARDVALE IRRIGATION	5,000.00						5,000.00	5,000.00	0.00
ART 65-6, 1998	POMPS POND IMPROVEMENT	30,000.00						30,000.00		30,000.00
	TOTAL PLANT AND FACILITIES	79,040.00	0.00	3,214.00	0.00	0.00	0.00	82,254.00	51,572.70	30,681.30
ELDER SERVICES										
ART 22, 1997	SENIOR TAX VOUCHER	6,500.00					(5,000.00)	1,500.00	1,500.00	0.00
ART 23, 1998	SENIOR TAX VOUCHER	50,000.00						50,000.00	44,500.00	5,500.00
ART 31, 1999	SENIOR TAX VOUCHER						55,000.00	55,000.00		55,000.00
		56,500.00	0.00	0.00	0.00	0.00	50,000.00	106,500.00	46,000.00	60,500.00
PUBLIC SERVICES										
ART 54, 1996	CONSERVATION LAND	19,433.12						19,433.12		19,433.12
	TOTAL PUBLIC SERVICE	19,433.12	0.00	0.00	0.00	0.00	0.00	19,433.12	0.00	19,433.12
	TOTAL GENERAL FUND	1,019,247.27	0.00	5,087.57	0.00	0.00	432,783.42	1,457,118.26	549,223.36	907,894.90
CAPITAL PROJECTS										
PUBLIC SAFETY										
ART 56, 1997	PUBLIC SAFETY CENTER	5,682.65			150,000.00	25,000.00		130,682.65	97,875.93	32,806.72
ART 55, 1997	FIRE TRUCK				600,000.00			600,000.00	600,000.00	0.00
ART 46-5, 1999	PUBLIC SAFETY VEHICLE						310,000.00	310,000.00		310,000.00
ART 47, 1999	PUBLIC SAFETY ANTENNAS						50,000.00	50,000.00		50,000.00
ART 16, 1999	PUBLIC SAFETY CENTER							0.00	251.20	(251.20)
		5,682.65	0.00	0.00	750,000.00	25,000.00	360,000.00	1,090,682.65	698,127.13	392,555.52
CONSERVATION/LAND ACQUISITION										
ART 62, 1993	CONSERVATION	0.00			430,000.00	430,000.00		0.00		0.00
ART 53, 1996	CONSERVATION	0.00			1,000,000.00	1,000,000.00		0.00	974.00	(974.00)
ART 9A, 1996	CONSERVATION	66,863.08			1,500,000.00	600,000.00		966,863.08	18,496.15	948,366.93
		66,863.08	0.00	0.00	2,930,000.00	2,030,000.00	0.00	966,863.08	19,470.15	947,392.93

## TOWN OF ANDOVER, MASSACHUSETTS

## DETAIL OF SPECIAL ARTICLES

PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
ART 35, 1995	ROAD AND BRIDGE							771.33		771.33
ART 17, 1988	STORM DRAINS	771.33						1,006.28		1,006.28
ART 46, 1990	RIVER ROAD	1,006.28						28,592.34		28,592.34
ART 52, 1992	SIGNAL DASCUMB RD	28,592.34						9,868.35		9,868.35
ART 52, 1992	SIDEWALK IMPROVE	9,868.35						400,000.00	164,993.94	235,006.06
ART 64, 1998	SIDEWALK IMPROVEMENTS(1)	0.00	400,000.00					46,969.68	24,504.75	22,464.93
ART 51, 1994	BRIDGE REPAIR	46,969.68						41,735.12	37,106.43	4,628.69
ART 25, 1996	STORM DRAIN IMPROV	41,735.12						45,000.00	32,205.65	12,794.35
ART 66, 1996	CENTER ST SIDEWALK	45,000.00						2,151.75		2,151.75
ART 43, 1991	STORM DRAINS	2,151.75						149,691.47	45,429.90	104,261.57
ART 30, 1997	ROAD IMPROVEMENTS	149,691.47						108,317.13	100,905.38	7,411.75
ART 32, 1997	GUARDRAILS	108,317.13						100,000.00	30,200.00	69,800.00
ART 59, 1998	HUSSEY BROOK DAM REP				200,000.00			252,000.00		252,000.00
ART 46-1, 1999	GIS STUDY				100,000.00			115,000.00		115,000.00
ART 46-2, 1999	BRIDGE REPAIRS/TRAFFIC SIGNALS							300,000.00	174,794.21	125,205.79
ART 65-1, 1998	STORM DRAINAGE	300,000.00						28,611.01		28,611.01
ART 29, 1997	RECONSTR OSGOOD	28,611.01						250,000.00	138,797.47	111,202.53
ART 34, 1997	RECONSTR SIDEWALKS	250,000.00						590,000.00		590,000.00
ART 46-3, 1999	TOWN CAPITAL						590,000.00	20,000.00	14,504.38	5,495.62
ART 46-6, 1999	SKATE PARK						20,000.00	30,000.00		30,000.00
ART 88, 1999	IMPROVEMENTS ESSEX/PEARSON						30,000.00	6,634,805.92	2,198,636.67	4,436,169.25
		1,157,805.92	400,000.00	0.00	7,660,000.00	4,310,000.00	1,727,000.00	6,634,805.92	2,198,636.67	4,436,169.25

TOWN OF ANDOVER, MASSACHUSETTS  
 DETAIL OF SPECIAL ARTICLES  
 PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
CAPITAL PROJECTS-SCHOOL										
ART 55, 1992	SCHOOL PLANS	(447.21)						(447.21)		(447.21)
ART 1A, 1992	SCHOOL REMODEL	(3,938.03)						(3,938.03)		(3,938.03)
ART 20-1, 1994	SCHOOL OVERRIDE	227,290.87			929,552.00	929,552.00		227,290.87	163,136.83	64,154.04
ART 20-2, 1994	SCHOOL OVERRIDE	253,537.96						253,537.96	170,367.04	83,170.92
ART 44, 1996	MID SCH ROOF REPLACE	25,230.82						25,230.82		25,230.82
ART 26, 1997	SCHOOL BUILDING PROGRAM	25,052.37			200,000.00	200,000.00		25,052.37	23,923.67	1,128.70
ART 70, 1996	AHS TRACK IMPROVEMENT	(29,572.05)			788,000.00			738,427.95	355,621.37	382,806.58
ART 69, 1998	SCHOOL BLDDG RENOV				750,000.00			750,000.00	403,767.40	346,232.60
ART 48-4, 1999	SCHOOL CAPITAL						713,000.00	713,000.00	550.00	712,450.00
ART 19 1999	MID/ELEM SCHOOL							0.00	251.28	(251.28)
		497,158.73	0.00	0.00	2,647,552.00	1,129,552.00	713,000.00	2,728,158.73	1,117,617.59	1,610,539.14
MHL HVAC										
ART 45, 1996	MHL HVAC	2,120.01						2,120.01		2,120.01
ART 65-5, 1998	TOWN CAPITAL	100,000.00						100,000.00	66,411.00	33,589.00
ART 24, 1997	SENIOR CITIZEN CENTER	806.38			150,448.00	25,000.00		126,254.36	78,186.23	48,068.13
ART 45, 1999	TOWN BUILDING IMPROVE							0.00	11,185.48	(11,185.48)
ART 66, 1998	TOWN BUILDING IMPROVEMENT	(1,194.50)		4,175.00	652,000.00			654,980.50	388,861.53	266,118.97
ART 58, 1998	PEARSON ST ACQ				180,000.00			180,000.00	160,000.00	20,000.00
		101,731.87	0.00	4,175.00	982,446.00	25,000.00	0.00	1,063,354.67	704,644.24	358,710.63
LAND FILL CLOSURE										
ART 28, 1996	LAND FILL CLOSURE	28,148.82						28,148.82	19,172.36	8,974.48
ART 65-2, 1998	LAND FILL CLOSURE	125,000.00						125,000.00	25,000.00	100,000.00
		153,148.82	0.00	0.00	0.00	0.00	0.00	153,148.82	44,172.36	108,974.46
REC PARK IMPROV										
ART 25, 1996	REC PARK IMPROV	47,771.79						47,771.79	6,551.00	41,220.79
ART 85-7, 1998	BALLFIELD/ENGINEER/DESIGN	138,000.00						138,000.00	5,325.00	132,675.00
ART 47, 1998	SHAWSHEEN FIELD IMP	115,467.78						115,467.78		115,467.78
		301,239.57	0.00	0.00	0.00	0.00	0.00	301,239.57	11,876.00	289,363.57



## TOWN OF ANDOVER, MASSACHUSETTS

## DETAIL OF SPECIAL ARTICLES

PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
SEWER										
ART 18, 1985	SANITARY SEWER SYS	285,838.25						285,838.25	(17,574.93)	303,413.18
ART 26, 1985	SEWER-LOWELL STREET	72,594.71						72,594.71		72,594.71
ART 28, 1989	SEWER-WEST PARISH	45,155.11						45,155.11		45,155.11
ART 33, 1989	SEWER - NORTH	62.86						62.86		62.86
ART 41, 1991	NORTH STREET SEWER	82,545.21						82,545.21		82,545.21
ART 69, 1995	BEACON ST SEWER	120,407.50						120,407.50	11,554.12	108,853.38
ART 69, 1996	SEWER-PILGRIM/PIONER	144,435.00						144,435.00		144,435.00
ART 21, 1984	RIVERINA ROAD	2,798.49						2,798.49		2,798.49
ART 34, 1997	SEWER-PILGRIM	42,941.15						42,941.15	39,601.69	3,339.46
ART 84, 1998	ROCK O'DUNDEE SEWER EXT	40,000.00						40,000.00	21,052.95	18,947.05
ART 35, 1997	SEWER MAYFLOWER	33,934.30			350,000.00	40,448.00		343,486.30	164,444.02	179,042.28
ART 31, 1998	SEWER PLANS-SOUTH	(2,156.88)			1,300,000.00			1,297,843.12	127,209.48	1,170,633.64
ART 33, 1998	SEWER BROOK/CHESTNUT	0.00		150.00	410,000.00			410,150.00	95,019.09	315,130.91
ART 34, 1998	SEWER PLAN ROGERS BROOK	0.00			300,000.00			300,000.00	62,626.56	237,373.44
ART 31, 1998	SEWER BALMORAL	0.00			110,000.00			110,000.00	105,237.31	4,762.69
		868,555.70	0.00	150.00	2,470,000.00	40,448.00	0.00	3,298,257.70	609,170.29	2,689,087.41

TOWN OF ANDOVER, MASSACHUSETTS  
DETAIL OF SPECIAL ARTICLES  
PERIOD ENDED June 30, 1999

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	CASH RECEIPTS	NEW BONDING	BOND PAYMENTS	OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	CONTINUED APPROP
WATER										
ART 1A, 1987	TREATMENT PLANT EXP	45,294.14						45,294.14		45,294.14
ART 16, 1985	WOOD HILL STANDPIPE	12,121.33						12,121.33		12,121.33
ART 15, 1985	WATER MAIN CONST	3,897.26						3,897.26		3,897.26
ART 46, 1992	WATER BETTERMENTS	423,064.68						423,064.68		423,064.68
ART 53, 1992	PUMPING STATION	153,396.33						153,396.33		153,396.33
ART 31, 1995	FISHBROOK IMPROVEMENT	105,969.49						105,969.49	11,505.80	94,463.69
ART 32, 1995	WTP IMPROVEMENTS	121,323.62						121,323.62	10,665.26	110,658.36
ART 17, 1978	FISH BROOK IMPROVE	2,648.13						2,648.13		2,648.13
ART 52, 1983	WATER MAIN INT	2,484.59						2,484.59		2,484.59
ART 37, 1987	WATER MAINS	395,390.46						395,390.46		395,390.46
ART 53, 1994	WATER MAINS	1,284.92						1,284.92		1,284.92
ART 33, 1995	WATER MAINS	243,646.97						243,646.97	188,705.82	54,941.15
ART 67, 1995	ABBOTT WELL	1,335.22						1,335.22		1,335.22
ART 46, 1993	PUMPING STATION PUMP	696.31						696.31		696.31
ART 31, 1989	ENGINEERING SPECS	13,500.00						13,500.00		13,500.00
ART 27, 1996	WATER DIST IMPROVEMENT	261,147.47		79,183.08	250,000.00	250,000.00		340,330.55	240,878.50	99,452.05
ART 27, 1996	REPAINT WATER TANKS	250,000.00						250,000.00		250,000.00
ART 61, 1998	WATER MAIN BURNHAM RD	0.00			525,000.00			525,000.00		525,000.00
ART 63, 1998	FISH BROOK	0.00			375,000.00			375,000.00		375,000.00
TOTAL CAPITAL FUNDS		2,037,200.92	0.00	79,183.08	1,150,000.00	250,000.00	0.00	3,016,384.00	451,755.38	2,564,628.62
		5,116,837.53	400,000.00	83,508.08	14,910,000.00	5,755,000.00	2,440,000.00	17,195,345.61	5,137,872.53	12,057,473.08
GRAND TOTAL SPECIAL ARTICLES										
		6,136,084.80	400,000.00	88,595.65	14,910,000.00	5,755,000.00	2,872,783.42	18,652,463.87	5,687,095.89	12,965,367.98

TOWN OF ANDOVER, MASS  
 RECAP OF SPECIAL REVENUE FUNDS  
 JUNE 30, 1999

FUND/TITLE	BALANCE JULY 1, 1998	INCREASES RECEIPTS	DECREASES EXPEND	INTERNAL	OTHER EXPENSES	PERSONAL SERVICES	TOTAL AVAILABLE	BONDING	NEW BONDING	PAYMENTS	TOTAL EXPEND	MISC TRANSFERS	ENCUMBERED	06/30/99 BALANCE
AIRS	8,948.44	23,818.44			8,292.82	7,792.12	32,484.88				16,084.74			16,380.14
COLLINS CENTER REVOLVING	12,470.28	46,154.32			6,513.67	42,651.47	58,824.58				48,165.14			9,156.44
SCIENCE COLLABORATION	981.28	3,000.00			860.91	175.00	3,961.28				1,035.91			2,945.35
DIGITAL EDUCATION	885.87	2,863.50			3,234.05		3,549.37				3,234.05			315.32
ANDOVER CARES	420.87				87.51		420.87				87.51			353.36
EISENHOWER PROF DEVELOP	320.00				320.00						320.00			0.00
HEALTH PROTECTION	0.00										97,057.05			28,134.95
READING		125,192.00			20,769.49	78,287.56	125,192.00				118,325.41			18,243.59
SPECIAL EDUCATION		128,663.00			5,499.58	112,825.83	138,569.00				292,182.18			5,066.84
SPEED EARLY CHILDHOOD		287,279.00			21,052.48	271,139.68	297,279.00				22,328.37			784.83
DRUG FREE SCHOOLS		23,061.00			6,179.14	28,195.88	38,375.00				13,984.00			0.00
SPEED CURR FRAMEWORKS		24,364.00			13,985.44	9,330.00	24,364.00				23,314.00			1,050.00
TECHNOLOGY		18,995.00			14,537.00	18,995.00	18,995.00				13,865.44			3,129.56
PROF DEVELOPMENT		19,754.00			5,072.00	19,754.00	19,754.00				18,609.00			1,145.00
PALMS-NOYCE DEMO		10,000.00			2,444.00	7,506.00	10,000.00				9,950.00			50.00
GIFTED AND TALENTED		7,500.00			620.30	6,879.70	7,500.00				7,120.30			379.70
TECH TRAINING		84,285.00			30,455.52	20,168.00	84,285.00				50,821.52			33,663.48
TEEN DATING VIOLENCE		6,881.00			557.00	6,000.00	6,881.00				8,557.00			2,324.00
TECH LIT/ALGHTHOUSE		30,000.00			15,397.80	9,000.00	30,000.00				24,397.80			5,602.40
MA PERFORMANCE ASSESSMENT		12,000.00			2,108.00	8,840.00	12,000.00				11,948.00			52.00
SAFE SCHOOLS		2,250.00			250.00	2,000.00	2,250.00				2,250.00			0.00
ADVANCED PLACEMENT		5,000.00			5,000.00		5,000.00				5,000.00			0.00
LEA 81/82	52,444.43	59,763.57			4,860.03	28,928.38	112,208.00				31,786.41			80,421.59
READING	28,455.53				18,789.53	10,403.24	18,789.53				18,789.53			0.00
SPECIAL EDUCATION	9,200.11				8,836.91	2,423.20	9,200.11				9,200.11			0.00
DRUG FREE SCHOOLS	2,275.16				1,245.16	1,030.00	2,275.16				2,275.16			0.00
EARLY CHILDHOOD ALLOCATION	397.93				397.93	9.93	397.93				397.93			0.00
PROF DEVELOPMENT/TEACHER TRAIN	1,340.18				880.18	360.00	1,340.18				1,340.18			0.00
HEALTH PROTECTION	3,447.13				2,357.89	810.00	3,447.13				3,187.89			0.00
PROF CURRICULUM FRAMEWORKS	(5,647.20)				5,848.80	800.00	5,848.80				8,448.80			0.00
MEDIA/TECH	1,204.78				1,268.58	720.00	1,268.58				1,268.58			0.00
GOALS 2000	820.00				460.00	14,160.00	14,820.00				14,820.00			0.00
SCHOOL-BASED COMM SERVICE	1,862.00				1,862.00		1,862.00				1,862.00			0.00
DATING VIOLENCE PREVENTION	2,000.00				2,000.00		2,000.00				2,000.00			0.00
TECH LITERACY - CHALLENGE 1	8,195.48				5,765.48	400.00	8,195.48				8,195.48			0.00
NORTHEASTECESAME GRANT	(805.48)				1,559.28	1,559.28	1,559.28				1,559.28			0.00
DRUG USE/ABUSE	4,942.78				3,577.22		4,942.78				3,577.22			1,365.54
	131,717.53	983,571.36			218,132.85	896,008.93	1,125,008.47	0.00	0.00	0.00	915,142.58	0.00	0.00	209,866.89
STUDENT TEACHERS	1,759.98	7,317.00			9,076.98		9,076.98				0.00			9,076.98
ANDOVER BUDDY CORPS	529.98	2,470.02			3,000.00		3,000.00				3,000.00			0.00
ALUMNI REVOLVING	1,000.00				1,000.00		1,000.00				1,000.00			0.00
EARLY CHILDHOOD REVOLVING	8,213.01	16,510.00			14,954.81		14,954.81				14,954.81			9,766.20
PARENT TO PARENT REVOL	12,298.81	11,570.00			13,114.78		13,114.78				13,114.78			10,751.85
COMMUNITY ASK	5,105.04	3,424.00			8,529.04		8,529.04				4,819.27			3,809.77
MUSIC/FINE ARTS	15,558.14	12,441.39			8,343.70	1,950.00	27,997.53				10,293.70			17,703.83
OUTSIDE ACTIVITIES REVOLVING	159,518.85	49,549.46			85,298.59	30,980.76	209,068.44				118,277.37			92,791.07
COLLABORATIVE REVOLVING	2,083.76	4,500.00			1,970.08	2,500.00	6,583.78				4,470.08			2,113.70
LOST BOOK REVOLVING	11,998.48	10,178.03			5,298.82		5,298.82				5,298.82			16,873.57
METROPOLITAN LIFE REVOL	445.08				445.08		445.08				445.08			0.00
PHYSICAL EDUCATION REVOL	3,838.98	1,473.00			825.00		825.00				825.00			4,668.98
	222,343.95	119,430.93			341,774.88	35,430.78	138,668.17	0.00	0.00	0.00	174,098.95	0.00	0.00	167,675.93
SCHOOL LUNCH REVOLVING	15,951.58	865,758.44			881,710.02	405,991.29	424,341.13	0.00	0.00	0.00	830,332.42	0.00	0.00	51,377.80
	15,951.58	865,758.44			881,710.02	405,991.29	424,341.13	0.00	0.00	0.00	830,332.42	0.00	0.00	51,377.80
ATHLETIC REVOLVING	13,892.82	103,482.85			117,375.67	6,865.37	117,375.67	0.00	0.00	0.00	77,957.84	0.00	0.00	39,418.03
	13,892.82	103,482.85			117,375.67	6,865.37	117,375.67	0.00	0.00	0.00	77,957.84	0.00	0.00	39,418.03
CHAPTER 90	947.50	580,443.24			581,390.74	0.00	581,390.74	0.00	0.00	0.00	688,862.02	0.00	4,500.00	(111,971.28)
	947.50	580,443.24			581,390.74	0.00	581,390.74	0.00	0.00	0.00	688,862.02	0.00	4,500.00	(111,971.28)



TOWN OF ANDOVER, MASS  
 RECAP OF SPECIAL REVENUE FUNDS  
 JUNE 30, 1998

FUND/TITLE	BALANCE JULY 1, 1998	MISC	INCREASES RECEIPTS	NEW BONDING	BOND PAYMENTS	BONDING	TOTAL AVAILABLE	PERSONAL SERVICES	OTHER EXPENSES	DECREASES EXPEND	INTERNAL	MISC TRANSFERS	TOTAL EXPEND	ENCUMBERED	06/30/98 BALANCE
TOBACCO CONTROL PROGRAM	3,187.97						3,187.97		1,274.75	1,274.75			1,274.75		1,913.22
HEALTHY COMMUNITY TOBACCO	22,037.78		143,871.35				165,909.13	110,834.75	39,299.06	150,133.81			150,133.81	14,700.90	1,074.42
RIVER RD JOB 2818	37,842.00						37,842.00			0.00			0.00		37,842.00
STRATEGIC PLANNING	140.00						140.00			0.00			0.00		140.00
MASS ARTS LOTTERY COUNSEL	11,725.27		6,590.00				20,315.27		4,838.82	4,838.82			4,838.82		15,476.85
RIGHT TO KNOW	973.30						973.30			0.00			0.00		973.30
LIBRARY NON-RESIDENT CIRC	5.98						5.98			0.00			0.00		5.98
NATIONAL LEADERSHIP GRANT			1,000.00				1,000.00		185.00	185.00			185.00		815.00
CLEAN ENVIRONMENT GRANT			18,668.00				18,668.00		18,668.00	18,668.00			18,668.00		0.00
SECONDHAND SMOKE INITIATIVE									6,232.98	6,232.98			6,232.98		(8,232.98)
	75,912.30	0.00	172,129.35	0.00	0.00	0.00	248,041.65	110,834.75	72,498.41	183,331.16	0.00	0.00	183,331.16	14,700.90	50,009.56
OFF STREET PARKING FUND															
	98,428.76		(11,815.04)				86,613.72			0.00		54,957.00	54,957.00		111,862.38
	98,428.76	0.00	(11,815.04)	0.00	0.00	0.00	86,613.72	0.00	0.00	0.00	0.00	54,957.00	54,957.00	0.00	111,862.38
DMM INSURANCE REIMB	18,289.80						72,464.18		84,058.28	84,058.28			84,058.28		8,405.87
INSURANCE REIMBURSEMENTS	5,382.57						5,382.57			0.00			0.00		5,382.57
LIBRARY - DAMAGES/RESTITUTION	10,781.17		16,501.19				27,282.36		11,971.12	11,971.12			11,971.12		15,291.24
	34,413.34	0.00	70,885.75	0.00	0.00	0.00	105,109.09	0.00	76,029.41	76,029.41	0.00	0.00	76,029.41	0.00	29,079.88
WETLAND FILING FEES															
	28,655.25		(3,992.00)				24,663.25			0.00		13,000.00	13,000.00		11,832.06
	28,655.25	0.00	(3,992.00)	0.00	0.00	0.00	24,663.25	0.00	0.00	0.00	0.00	13,000.00	13,000.00	0.00	11,832.06
FY98 FOUNDATION RESERVE	188,618.38						188,618.38		131,761.90	131,761.90			131,761.90	88,856.48	0.00
	188,618.38	0.00	0.00	0.00	0.00	0.00	188,618.38	0.00	131,761.90	131,761.90	0.00	0.00	131,761.90	88,856.48	0.00
COMM SEPTIC MGMT PROG															
	18,000.00		0.00				18,000.00		0.00	0.00			0.00		18,000.00
	18,000.00	0.00	0.00	0.00	0.00	0.00	18,000.00	0.00	0.00	0.00	0.00		0.00	0.00	18,000.00
ELECTION OT GRANT															
	371.81		3,900.00				4,271.81		0.00	0.00			0.00		4,271.81
	371.81	0.00	3,900.00	0.00	0.00	0.00	4,271.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,271.81
FY97 ESEA Formula Grant	94.42						94.42		95.30	95.30		(0.88)	94.42		(0.00)
FY98 COA FORMULA GRANT	(7.11)						(7.11)			0.00		(7.11)	(7.11)		(0.00)
FY99 ESEA FORMULA GRANT							0.00		831.82	831.82		(831.82)	0.00		0.00
COA SERVICE INCENTIVE GRANT	(2,659.87)						(2,659.87)			0.00		(2,659.87)	(2,659.87)		0.00
	(2,572.56)	0.00	0.00	0.00	0.00	0.00	(2,572.56)	0.00	727.12	727.12	0.00	(3,289.68)	(2,572.56)	0.00	(0.00)
CDAG CITY NORTH	11,883.10						11,883.10			0.00			0.00		11,883.10
UTILITY FORCE-PARK & RIDE	(5,610.39)						(5,610.39)			0.00		(5,610.39)	(5,610.39)		0.00
	6,072.71	0.00	0.00	0.00	0.00	0.00	6,072.71	0.00	0.00	0.00	0.00	(5,610.39)	(5,610.39)	0.00	11,883.10
LOCAL EMERG PLAN COM	950.00						950.00			0.00			0.00		950.00
ALTERNATIVE SENTENCING	300.00		0.00				300.00			0.00			0.00		300.00
	1,250.00	0.00	0.00	0.00	0.00	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
FRONTAGE ROAD	3,855.86						3,855.86			0.00			0.00		3,855.86
RECYCLABLE BATTERY PROG	3,053.84						3,053.84			0.00			0.00		3,053.84
COMMUNITY ASK	5,105.04	(5,105.04)					0.00			0.00			0.00		0.00
COLLABORATIVE REVOLVING	2,083.76	(2,083.76)					0.00			0.00			0.00		0.00
	14,098.30	(7,168.80)	0.00	0.00	0.00	0.00	6,909.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,909.50

TOWN OF ANDOVER, MASS  
 RECAP OF SPECIAL REVENUE FUNDS  
 JUNE 30, 1999

FUND/TITLE	BALANCE JULY 1, 1998	INCREASES	DECREASES	OTHER	PERSONAL	TOTAL	DECREASES	INTERNAL	MISC	TOTAL	ENCUMBERED	06/30/99 BALANCE
		INTERNAL	RECEIPTS	BOND	BONDING	AVAILABLE	EXPEND		TRANSFERS	EXPEND		
DCS-GIFT	812.88		0.00			812.88				0.00		812.88
YOUTH SERVICES GIFTS/CONTRIBUTIONS	5,815.00		11,286.00			17,101.00	12,258.00			12,258.00		4,845.00
COMMUNITY GARDEN PROG	27.38		0.00			27.38				0.00		27.38
ART 27, 1995 DISABILITIES COMM/GIFTS	190.77		0.00			190.77	538.35			538.35		(345.58)
SHED CONTRIBUTIONS	7,762.65		0.00			7,762.65	408.84			408.84		7,283.81
LIBRARY GIFTS & DONATIONS	2,208.48		8,500.00			10,708.48	8,057.72			8,057.72		2,650.74
OLD TOWN HALL RESTORATION	488.78		0.00			488.78				0.00		488.78
JULY 4th FIREWORKS	188.82		3,000.00			3,188.82	3,000.00			3,000.00		188.82
CONSERVATION TRAIL A/C	234.65		0.00			234.65				0.00		234.65
CONSERVATION GIFT	4,984.14		0.00			4,984.14	4,983.29			4,983.29		4,984.14
COA BUILDING FUND	1,797.00		283.75			2,080.75				0.00		2,080.75
COA SCHOLARSHIPS	150.00		0.00			150.00				0.00		150.00
DARE CONTRIBUTIONS REVOLVING			500.00			500.00				0.00		500.00
PHILLIPS ACADEMY GIFT			84,881.45			84,881.45				0.00		84,881.45
	24,816.33	0.00	108,233.20	0.00	0.00	132,851.53	29,314.20	0.00	0.00	29,314.20	0.00	103,537.33
SALE OF REAL ESTATE	18,870.00					18,870.00				0.00		18,870.00
	18,870.00	0.00	0.00	0.00	0.00	18,870.00	0.00	0.00	0.00	0.00	0.00	18,870.00
CEMETERY SALE OF LOTS FUND	170,493.90		13,200.00			183,693.90				98,334.73		117,359.17
	170,493.90	0.00	13,200.00	0.00	0.00	183,693.90	0.00	0.00	98,334.73	98,334.73	0.00	117,359.17
PRIVATE CEMETERY FUNDS	47.08		0.00			47.08				0.00		47.08
	47.08	0.00	0.00	0.00	0.00	47.08	0.00	0.00	0.00	0.00	0.00	47.08
PWED	59,509.30		2,658.97			62,168.27				0.00		62,168.27
	59,509.30	0.00	2,658.97	0.00	0.00	62,168.27	0.00	0.00	0.00	0.00	0.00	62,168.27
HIGHWAY SAFETY GRANT	429.64		3,315.82			3,745.46				0.00		3,745.46
FY97 COMMUNITY POLICING GRANT	12,032.86					12,032.86	12,032.86			12,032.86		0.00
FY98 DARE GRANT	6,769.75					6,769.75	281.91			281.91		6,487.84
FY98 COMMUNITY POLICING GRANT	9,239.55					9,239.55	3,068.84			3,068.84		3,774.84
FY98 DARE GRANT	8,475.59					8,475.59	9,812.28			15,059.05		(6,583.46)
BLOCK GRANT	0.00		3,606.81			3,606.81				0.00		3,606.81
FY99 COMMUNITY POLICING GRANT			60,000.00			60,000.00	25,414.77			25,414.77		34,585.23
FY99 DARE GRANT			15,000.00			15,000.00	0.00			0.00		15,000.00
FY99 COPS GRANT			25,000.00			25,000.00	25,000.00			25,000.00		0.00
DISASTER REIMBURSEMENTS	4.08					4.08				0.00		4.08
	38,951.27	0.00	108,922.43	0.00	0.00	147,873.70	50,630.44	83,253.10	0.00	83,253.10	0.00	60,820.60
CEMETERY FUNDS	38,253.35					38,253.35				0.00		38,253.35
	38,253.35	0.00	0.00	0.00	0.00	38,253.35	0.00	0.00	0.00	0.00	0.00	38,253.35
SEWER RELIEF GRANT	7,809.00		14,020.00			21,829.00				7,809.00		14,020.00
	7,809.00	0.00	14,020.00	0.00	0.00	21,829.00	7,809.00	0.00	0.00	7,809.00	0.00	14,020.00
ARTICLE 57.98 COMP ABSENCES						334,596.58	315,503.75			315,503.75		19,092.83
ARTICLE 48.99 COMP ABSENCES						300,000.00				0.00		300,000.00
	0.00	0.00	0.00	0.00	0.00	334,596.58	315,503.75	0.00	0.00	315,503.75	0.00	319,092.83
CDAP LEGAL HEARINGS	17,931.51		50,490.99			68,422.50	30,379.95			40,182.38		28,240.12
DCS TICKET SALES	47,795.92		210,747.65			258,543.57	188,840.22			188,840.22		69,558.59
ANDOVER YOUTH SERVICES	84,815.07		78,522.00			163,337.07	80,187.99			80,187.99		75,051.66
AYS LACROSSE			15,913.00			15,913.00	13,991.98			13,991.98		1,921.02
ELDER SERVICES	11,862.73		47,038.83			58,901.56	49,954.65			49,954.65		8,748.91
DDM (FIELDS) REVOLVING	2,515.00		21,868.00			24,383.00	4,724.00			4,724.00		19,107.00
	184,720.83	0.00	422,578.87	0.00	0.00	567,399.50	345,878.79	363,908.38	0.00	363,908.38	765.82	202,825.30
	1,375,374.53	627,407.78	13,913.52	0.00	0.00	5,875,915.51	2,572,247.28	3,898,031.63	0.00	4,053,213.29	86,823.20	1,535,879.02
MEALS TAX	565.41		1,198.15			1,763.56	1,763.56			1,763.56		(0.10)
FISHING LICENSES TO STATE	0.00		11,509.50			11,509.50	11,509.50			11,509.50		(0.50)
POLICE OFF DUTY	6,952.30		752,093.75			759,046.05	635,280.33			635,280.33		(89,234.28)
FIREMEN OFF DUTY	(581.87)		38,775.00			38,193.13	38,119.88			38,119.88		2,073.87
	6,938.04	10,000.00	803,575.90	0.00	0.00	820,511.94	13,273.18	864,873.15	0.00	864,873.15	0.00	(84,181.21)
GRAND TOTAL	1,382,310.57	637,407.78	13,913.52	0.00	0.00	6,498,427.45	2,565,520.42	4,782,704.76	0.00	4,937,868.44	86,823.20	1,471,717.81



TOWN OF ANDOVER, MASSACHUSETTS  
DEBT SCHEDULE - PRINCIPAL  
DEBT ISSUED THROUGH NOVEMBER 15, 1999  
JUNE 30, 1999

ISSUE	ARTICLE	LOAN DATE	RATE	1999	2000	2001	2002	2003	2004-2008	2009-2013	2014 - 2017	06/30/99
SCHOOL BONDS EXEMPT	ART 20-1, 1994	01-Nov-94	5.715%	422,000.00	422,000.00	380,000.00	380,000.00	380,000.00	1,942,000.00	1,777,000.00		5,703,000.00
SCHOOL BONDS EXEMPT	ART 20-1, 1994	15-Nov-95	5.153%	855,000.00	855,000.00	855,000.00	895,000.00	895,000.00	3,860,000.00	4,225,000.00	2,850,000.00	15,290,000.00
SCHOOL BONDS EXEMPT	ART 20-2, 1994	15-Nov-95	5.153%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00	250,000.00	150,000.00	900,000.00
SCHOOL BONDS EXEMPT	ART 20-1, 1994	01-Dec-96	4.915%	595,000.00	595,000.00	595,000.00	595,000.00	580,000.00	2,960,000.00	3,090,000.00	2,600,000.00	11,610,000.00
SCHOOL BONDS EXEMPT	ART 20-2, 1994	01-Dec-96	2.983%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00	250,000.00	200,000.00	950,000.00
				1,972,000.00	1,972,000.00	1,930,000.00	1,970,000.00	1,955,000.00	9,262,000.00	9,592,000.00	5,800,000.00	34,453,000.00
SCHOOL DEBT												
ANDOVER HS ROOF	ART 25, 1989	01-Aug-90	6.469%	38,900.00	38,900.00							77,700.00
ANDOVER HS ROOF	ART 25, 1989	01-Jul-92	4.788%	5,000.00								5,000.00
SCHOOL RENOVATIONS	ART 1A, 1992	01-Jul-93	4.210%	240,000.00	240,000.00	240,000.00	240,000.00	240,000.00	240,000.00			1,440,000.00
MIDDLE SCHOOL ROOF REPL	ART 44, 1996	01-Dec-96	4.950%	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00	40,000.00		140,000.00
HS RENOVATION	ART 23, 1996	01-Nov-97	4.644%	87,000.00	90,000.00	90,000.00	90,000.00	90,000.00	460,000.00	590,000.00		1,497,000.00
HS RENOVATION	ART 23, 1996	15-Dec-98	3.828%		49,552.00	50,000.00	50,000.00	50,000.00	595,000.00	135,000.00		929,552.00
SCHOOL PLANS	ART 26, 1997	15-Dec-98	3.401%		50,000.00	50,000.00	50,000.00	50,000.00				200,000.00
SCHOOL RENOVATIONS	ART 69, 1998	15-Dec-98	3.880%		40,000.00	40,000.00	40,000.00	40,000.00	390,000.00	200,000.00		750,000.00
TRACKWINDOWS	ART 70, 1998	15-Dec-98	3.890%		43,000.00	50,000.00	50,000.00	50,000.00	350,000.00	225,000.00		768,000.00
				380,900.00	561,352.00	530,000.00	530,000.00	530,000.00	2,085,000.00	1,190,000.00	0.00	5,807,252.00
WATER DEBT												
WATER MAINS	ART 37, 1987	15-Jul-88	6.345%	20,000.00								20,000.00
TREATMENT PLANT	ART 1A, 1987	15-Jul-88	6.343%	155,000.00								155,000.00
ADVANCE REFUNDING	ART 1A, 1987	01-Feb-94	6.431%	232,500.00	232,500.00							465,000.00
ADVANCE REFUNDING	ART 1A, 1987	01-Feb-94	6.353%	54,250.00	54,250.00	46,750.00						155,250.00
WATER MAIN CONST	ART 37, 1987	01-Jul-92	5.061%	35,000.00	35,000.00	50,000.00	50,000.00	50,000.00				220,000.00
WATER MAIN CONST	ART 46, 1992	01-Jul-92	5.038%	180,000.00	180,000.00	210,000.00	210,000.00	200,000.00				980,000.00
BANCROFT PUMPING ST	ART 53, 1992	01-Jul-92	5.025%	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00				275,000.00
TREATMENT PLANT	ART 1A, 1987	01-Jul-93	3.926%	10,000.00	15,000.00							25,000.00
WATER MAIN	ART 46, 1992	01-Jul-93	4.135%	45,000.00	65,000.00	40,000.00	45,000.00	45,000.00				240,000.00
BANCROFT PUMPING ST	ART 53, 1992	01-Jul-93	4.065%	65,000.00	65,000.00	45,000.00	40,000.00	15,000.00	10,000.00			240,000.00
ADVANCE REFUNDING	ART 1A, 1987	15-Nov-93	4.685%	72,000.00	67,000.00	280,000.00	238,000.00	244,000.00	1,101,000.00	423,000.00		2,425,000.00
ADVANCE REFUNDING	ART 1A, 1987	15-Nov-93	4.358%	313,000.00	313,000.00	315,000.00	313,000.00	110,000.00	440,000.00			1,804,000.00
WATER BONDS	ART 1A, 1987	15-Nov-93	4.708%				65,000.00	65,000.00	317,000.00	62,000.00		509,000.00
WATER MAINS	ART 37, 1987	01-Nov-94	5.612%	40,000.00	40,000.00	70,000.00	70,000.00	70,000.00	377,000.00	178,000.00		845,000.00
WATER PLANNING	ART 46, 1992	01-Nov-94	5.565%	14,000.00	14,000.00	25,000.00	26,000.00	26,000.00	135,000.00	45,000.00		285,000.00
WATER PLANT IMPROVEMENTS	ART 53, 1994	01-Nov-94	5.448%	40,000.00	40,000.00							80,000.00
WATER PLANT IMPROVEMENTS	ART 32, 1995	15-Nov-95	4.844%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	150,000.00			400,000.00
WATER MAINS	ART 33, 1995	15-Nov-95	5.020%	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	385,000.00	330,000.00		990,000.00
FISH BROOK IMPROVEMENTS	ART 31, 1995	15-Nov-95	4.975%	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00	75,000.00		325,000.00
WATER MAIN CONSTRUCTION	ART 46, 1992	15-Nov-95	4.947%	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	65,000.00	30,000.00		170,000.00
WATER PUMP ST. REPAIR	ART 46, 1993	15-Nov-95	4.975%	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00	30,000.00		130,000.00
WATER TRMT PLANT IMP	ART 32, 1995	01-Dec-96	5.130%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	200,000.00			450,000.00
WATER MAIN CONSTRUCTION	ART 46, 1992	15-Nov-97	5.070%	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	90,000.00			215,000.00
WATER DIST IMPROVEMENT	ART 24, 1996	15-Dec-98	4.534%	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	600,000.00	600,000.00		1,800,000.00
WATER DIST IMPROVEMENT	ART 24, 1996	15-Dec-98	3.840%	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	245,000.00	100,000.00		525,000.00
WATER MAINS	ART 61, 1998	15-Dec-98	3.832%	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	245,000.00			525,000.00
FISH BROOK	ART 63, 1998	15-Dec-98	3.852%	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	195,000.00	80,000.00		375,000.00
				1,680,750.00	1,615,750.00	1,576,750.00	1,552,000.00	1,320,000.00	4,605,000.00	2,003,000.00	0.00	14,353,250.00



TOWN OF ANDOVER, MASSACHUSETTS  
DEBT SCHEDULE - PRINCIPAL  
DEBT ISSUED THROUGH NOVEMBER 15, 1999  
JUNE 30, 1999

ISSUE	ARTICLE	LOAN DATE	RATE	1999	2000	2001	2002	2003	2004-2008	2009-2013	2014 - 2017	06/30/99
SEWER DEBT												
SANITARY SEWER	ART 18, 1985	01-Aug-89	6.416%	34,000.00	34,000.00							68,000.00
SEWER- NORTH STREET	ART 41, 1991	01-Jul-92	5.026%	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00				150,000.00
ADVANCE REFUNDING	A21.84/26.85	15-Nov-93	4.468%	230,000.00	230,000.00	230,000.00	230,000.00	230,000.00	920,000.00			2,070,000.00
ADVANCE REFUNDING	ART 28, 1989	01-Aug-90	6.353%	60,350.00	60,450.00	51,750.00						172,550.00
ADVANCE REFUNDING	ART 32, 1997	15-Nov-93	4.701%				56,000.00	45,000.00	224,000.00	45,000.00		370,000.00
SEWER PILGRIMPIONEER	ART 32, 1997	15-Nov-97	4.464%	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	90,000.00			190,000.00
SEWER MAYFLOWER	ART 35, 1997	15-Dec-98	3.840%		15,000.00	15,000.00	15,000.00	15,000.00	235,000.00	55,000.00		350,000.00
SEWER PLANS	ART 31, 1998	15-Dec-98	3.485%		260,000.00	260,000.00	260,000.00	260,000.00	260,000.00			1,300,000.00
SEWER BROOK/CHESTNUT	ART 33, 1998	15-Dec-98	3.914%		15,000.00	15,000.00	15,000.00	15,000.00	215,000.00	135,000.00		410,000.00
SEWER PLANS - ROGERS BROOK	ART 34, 1998	15-Dec-98	3.848%		60,000.00	60,000.00	60,000.00	60,000.00	60,000.00			300,000.00
SEWER BALMORAL	ART 51, 1998	15-Dec-98	3.942%		5,000.00	5,000.00	5,000.00	5,000.00	45,000.00	45,000.00		110,000.00
SEWER PLANS SO MAIN ST	ART 31, 1998	15-Nov-99			140,000.00	140,000.00	140,000.00	140,000.00	280,000.00			700,000.00
SEWER PLANS ROGERS BROOK	ART 34, 1998	15-Nov-99	4.513%		40,000.00	40,000.00	40,000.00	40,000.00	80,000.00			200,000.00
SEWER PLANS FOREST HILLS	ART 20, 1999	15-Nov-99	4.513%		50,000.00	50,000.00	50,000.00	50,000.00	100,000.00			250,000.00
SEWER CONST BEACON ST	ART 43, 1999	15-Nov-99	4.570%		10,000.00	10,000.00	10,000.00	10,000.00	125,000.00	70,000.00		225,000.00
				374,350.00	729,450.00	926,750.00	931,000.00	920,000.00	2,634,000.00	350,000.00	0.00	6,865,550.00
STREET												
TRAFFIC SIG/FRONT&DASC	ART 46, 1990	01-Jul-92	4.849%	15,000.00	15,000.00							30,000.00
SIDEWALK IMPROVE	ART 52, 1992	01-Jul-93	3.851%	20,000.00								20,000.00
BRIDGE REPAIR	ART 51, 1994	01-Nov-94	5.213%	11,000.00	11,000.00	20,000.00	19,000.00	19,000.00	38,000.00			118,000.00
DRAINAGE PROJECT	ART 38, 1987	15-Jul-88	6.345%	25,000.00								25,000.00
STORM DRAINS	ART 32, 1989	01-Jul-92	5.031%	20,000.00	20,000.00	15,000.00	10,000.00	10,000.00				75,000.00
STORM DRAINS	ART 43, 1991	01-Jul-92	5.059%	60,000.00	65,000.00	40,000.00	45,000.00	45,000.00				255,000.00
STORM DRAINS	ART 35, 1995	15-Nov-95	4.561%	40,000.00	40,000.00	40,000.00						120,000.00
ROAD REPAIR	ART 50, 1994	01-Nov-94	5.244%	43,000.00	43,000.00	42,000.00	42,000.00	42,000.00	84,000.00			296,000.00
ROAD CONSTRUCTION	ART 36, 1995	15-Nov-95	4.824%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	150,000.00			400,000.00
ROAD REPAIR	ART 66, 1996	01-Dec-96	4.960%	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	15,000.00			40,000.00
ROAD IMPROVEMENTS	ART 26, 1996	01-Dec-96	5.130%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	200,000.00			450,000.00
STORM DRAINAGE IMPROVEMENT	ART 25, 1996	01-Dec-96	3.870%	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00				240,000.00
ROAD IMPROVEMENTS	ART 30, 1997	15-Nov-97	4.468%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00			500,000.00
GUARDRAILS	ART 32, 1997	15-Dec-98	3.401%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00				200,000.00
HUSSEY BROOK/RIVER ST	ART 59, 1998	15-Dec-98	3.769%		10,000.00	10,000.00	10,000.00	10,000.00	50,000.00	10,000.00		100,000.00
				449,000.00	469,000.00	432,000.00	391,000.00	331,000.00	787,000.00	10,000.00	0.00	2,869,000.00
MUNICIPAL FACILITIES												
MHL-HVAC	ART 45, 1996	01-Dec-96	4.920%	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	80,000.00	80,000.00		235,000.00
SENIOR CENTER	ART 24, 1997	15-Dec-98	3.814%	10,448.00	10,448.00	10,000.00	10,000.00	10,000.00	90,000.00	20,000.00		150,448.00
PUBLIC SAFETY CENTER	ART 56, 1997	15-Dec-98	3.469%	35,000.00	35,000.00	30,000.00	30,000.00	30,000.00	25,000.00			150,000.00
PEARSON ST ACQ	ART 58, 1998	15-Dec-98	3.740%	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	110,000.00	10,000.00		180,000.00
TOWN BUILDING RENOVATION	ART 36, 1998	15-Dec-98	3.768%	67,000.00	67,000.00	65,000.00	65,000.00	65,000.00	325,000.00	65,000.00		652,000.00
BUILDING RENOVATION	ART 45, 1999	15-Nov-99	4.559%		100,000.00	100,000.00	100,000.00	100,000.00	500,000.00	200,000.00		1,000,000.00
				15,000.00	142,448.00	235,000.00	235,000.00	235,000.00	1,130,000.00	375,000.00	0.00	2,367,448.00
PUBLIC SAFETY												
FIRE TRUCK	ART 37, 1995	15-Nov-95	4.798%	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	75,000.00			225,000.00
FIRE TRUCK	ART 55, 1997	15-Dec-98	3.814%	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	360,000.00	80,000.00		600,000.00
PUBLIC SAFETY FACILITY	ART 16, 1999	15-Nov-99	4.559%	30,000.00	70,000.00	270,000.00	270,000.00	200,000.00	1,000,000.00	400,000.00		2,000,000.00
				30,000.00	70,000.00	270,000.00	270,000.00	270,000.00	1,435,000.00	480,000.00	0.00	2,825,000.00

TOWN OF ANDOVER, MASSACHUSETTS  
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ISSUE	ARTICLE	LOAN DATE	RATE	1999	2000	2001	2002	2003	2004-2008	2009-2013	2014 - 2017	06/30/99
LAND ACQUISITION	ART 20, 1986	15-Jul-88	6.345%	50,000.00								50,000.00
LAND ACQUISITION	A28.88;21.87	09-Aug-89	6.416%	33,500.00	33,500.00							67,000.00
ADVANCE REFUNDING	A21.87/26.88	01-Aug-90	6.356%	56,500.00	56,500.00							169,500.00
ADVANCE REFUNDING	A21.87/26.88	15-Nov-93	4.507%				58,000.00	56,000.00	168,000.00			282,000.00
LAND ACQUISITION	ART 54, 1994	01-Nov-94	5.225%	15,000.00	15,000.00	24,000.00	24,000.00	24,000.00	46,000.00			148,000.00
LAND ACQUISITION	ART 62, 1993	01-Nov-94	5.201%	15,000.00	15,000.00	39,000.00	39,000.00	39,000.00	78,000.00			225,000.00
LAND ACQUISITION	ART 62,1993	15-Nov-95	4.975%	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00	60,000.00		260,000.00
LAND ACQUISITION	ART 62,1993	15-Dec-98	3.822%		25,000.00	25,000.00	25,000.00	25,000.00	270,000.00	60,000.00		430,000.00
LAND ACQUISITION	ART 53, 1996	15-Dec-98	3.784%		90,000.00	90,000.00	90,000.00	90,000.00	530,000.00	110,000.00		1,000,000.00
LAND ACQUISITION	ART 9A, 1996	15-Dec-98	3.942%		80,000.00	80,000.00	80,000.00	80,000.00	560,000.00	620,000.00		1,500,000.00
				190,000.00	335,000.00	334,500.00	336,000.00	334,000.00	1,752,000.00	850,000.00	0.00	4,131,500.00
LIBRARY LEASE		01-May-90	6.654%	555,000.00	590,000.00							1,145,000.00
TOWN HALL LEASE INT.		15-Jul-85		295,000.00	155,000.00							450,000.00
OLD TOWN HALL LEASE/SEMI				17,700.00	8,850.00							26,550.00
LIBRARY LEASE/LEASEBACK		15-Dec-89	7.363%	185,000.00	195,000.00	215,000.00	230,000.00	250,000.00	560,000.00			1,635,000.00
				1,052,700.00	948,850.00	215,000.00	230,000.00	250,000.00	560,000.00	0.00	0.00	3,256,550.00
MRI-CH 14, ACTS OF 1993	COURT JUDGEMENT	01-Jul-93	3.905%	70,000.00	65,000.00							135,000.00
SHAWSHEEN FIELD IMPROVEMENT	Art 47, 1996	01-Dec-96	4.890%	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	55,000.00	40,000.00		170,000.00
LAND FILL CLOSURE	ART 28, 1998	01-Dec-96	3.870%	25,000.00	25,000.00	25,000.00	25,000.00					100,000.00
REC PARK IMPROVE	ART 25, 1995	15-Nov-97	4.482%	23,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00	10,000.00		213,000.00
				133,000.00	125,000.00	60,000.00	60,000.00	35,000.00	155,000.00	50,000.00	0.00	618,000.00
				6,277,700.00	6,968,850.00	6,510,000.00	6,505,000.00	6,180,000.00	24,405,000.00	14,900,000.00	5,800,000.00	77,546,550.00



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ISSUE	ARTICLE	LOAN DATE	RATE	1999	2000	2001	2002	2003	2004-2008	2009-2013	2014 - 2017	06/30/99
SCHOOL BONDS EXEMPT	ART 20-1, 1994	01-Nov-94	5.71%	304,096.75	283,524.25	263,738.00	244,738.00	225,500.50	816,885.50	229,290.00		2,367,773.00
SCHOOL BONDS EXEMPT	ART 20-1, 1994	15-Nov-95	5.15%	743,700.00	704,156.25	665,681.25	628,046.25	588,666.25	2,362,597.50	1,357,437.50	229,781.25	7,280,066.25
SCHOOL BONDS EXEMPT	ART 20-1, 1994	15-Nov-95	5.15%	43,800.00	41,487.50	39,237.50	37,087.50	34,887.50	138,075.00	73,606.25	12,093.75	420,275.00
SCHOOL BONDS EXEMPT	ART 20-1, 1994	01-Dec-96	5.00%	566,177.50	542,377.50	518,577.50	494,182.50	469,217.50	1,847,902.50	1,061,810.00	266,906.25	5,767,151.25
SCHOOL BONDS EXEMPT	ART 20-2, 1994	01-Dec-96	5.00%	46,287.50	44,287.50	42,287.50	40,237.50	38,112.50	148,012.50	82,900.00	20,531.25	462,656.25
				1,704,061.75	1,615,833.00	1,529,521.75	1,444,291.75	1,356,384.25	5,313,473.00	2,805,043.75	529,312.50	16,297,921.75
SCHOOL DEBT												
ANDOVER HS ROOF	ART 25, 1989	01-Aug-90	6.47%	3,718.28	1,241.60							4,959.88
ANDOVER HS ROOF	ART 25, 1989	01-Jul-92	4.79%	240.00								240.00
SCHOOL RENOVATIONS	ART 1A, 1992	01-Jul-93	4.21%	61,680.00	52,320.00	42,480.00	32,400.00	21,840.00	11,040.00			221,760.00
MIDDLE SCHOOL ROOF REPL	ART 44, 1998	01-Dec-98	4.95%	8,685.00	6,285.00	5,885.00	5,475.00	5,050.00	16,740.00	3,972.50		50,092.50
H/S RENOVATION	ART 23, 1996	14-Nov-97	4.64%	67,996.88	63,018.75	57,956.25	53,625.00	49,980.00	191,962.50	57,850.00		542,389.38
H/S RENOVATION	ART 23, 1996	15-Dec-98	3.83%	18,660.89	35,760.89	32,825.00	30,587.50	28,850.00	90,247.50	2,700.00		239,631.78
SCHOOL PLANS	ART 26, 1997	15-Dec-98	3.40%	4,687.50	7,800.00	4,850.00	2,912.50	875.00				20,825.00
SCHOOL RENOVATIONS	ART 69, 1998	15-Dec-98	3.88%	15,162.50	29,065.00	26,705.00	24,915.00	23,525.00	78,257.50	8,980.00		208,610.00
SCHOOL RENOVATIONS	ART 70, 1998	15-Dec-98	3.88%	15,652.00	29,949.50	27,220.00	24,982.50	23,245.00	80,742.50	10,517.50		212,309.00
				194,483.05	225,440.74	197,921.25	174,597.50	153,365.00	468,990.00	84,020.00	0.00	1,498,817.54
WATER DEBT												
WATER MAINS												
TREATMENT PLANT	ART 37, 1987	15-Jul-88	8.34%	650.00								650.00
ADVANCE REFUNDING	ART 1A, 1987	15-Jul-88	6.34%	5,037.50								5,037.50
ADVANCE REFUNDING	ART 1A, 1987	01-Feb-94	6.43%	22,552.50	7,556.25							30,108.75
WATER MAIN CONST	ART 1A, 1987	01-Feb-94	6.35%	8,209.82	4,751.38	1,507.69						14,468.89
WATER MAIN CONST	ART 37, 1987	01-Jul-92	5.06%	11,255.00	9,575.00	7,825.00	5,275.00	2,650.00				36,580.00
BANCROFT PUMPING ST	ART 48, 1992	01-Jul-92	5.04%	49,975.00	41,335.00	32,335.00	21,625.00	10,600.00				155,870.00
TREATMENT PLANT	ART 53, 1992	01-Jul-92	5.02%	13,997.50	11,357.50	8,607.50	5,802.50	2,915.00				42,680.00
WATER MAIN	ART 1A, 1987	01-Jul-93	3.93%	1,005.00	615.00							1,620.00
BANCROFT PUMPING ST	ART 46, 1992	01-Jul-93	4.14%	10,105.00	8,350.00	5,685.00	4,005.00	2,025.00				30,170.00
ADVANCE REFUNDING	ART 53, 1992	01-Jul-93	4.06%	9,985.00	7,450.00	4,785.00	2,895.00	1,135.00	460.00			26,710.00
ADVANCE REFUNDING	ART 1A, 1987	15-Nov-93	4.69%	108,475.00	105,695.00	98,615.00	87,877.00	77,633.00	234,548.50	20,575.00		733,418.50
ADVANCE REFUNDING	ART 1A, 1987	15-Nov-93	4.36%	69,811.00	57,291.00	44,573.50	31,543.00	22,605.00	41,250.00			267,073.50
WATER BONDS	ART 1A, 1987	15-Nov-93	4.71%	23,401.00	23,401.00	23,401.00	22,036.00	19,273.50	53,405.00	1,550.00		166,467.50
WATER MAINS	ART 37, 1987	01-Nov-94	5.61%	45,218.00	43,268.00	40,543.00	37,043.00	33,499.25	108,636.77	11,280.00		319,488.02
WATER PLANNING	ART 46, 1992	01-Nov-94	5.56%	15,119.01	14,436.51	13,470.26	12,195.26	10,879.01	32,707.16	2,430.00		101,237.21
WATER PLANT IMPROVEMENT:	ART 53, 1994	01-Nov-94	5.45%	2,925.00	975.00							3,900.00
WATER MAINS	ART 32, 1995	15-Nov-95	4.84%	17,625.00	15,312.50	13,062.50	10,912.50	8,712.50	12,125.00			77,750.00
FISH BROOK IMPROVEMENTS	ART 33, 1995	15-Nov-95	5.02%	47,382.50	44,836.75	42,363.75	39,998.75	37,578.75	142,477.50	25,822.50		380,462.50
WATER MAIN CONSTRUCTION	ART 31, 1995	15-Nov-95	4.98%	15,175.00	14,018.75	12,893.75	11,818.75	10,718.75	35,412.50	5,868.75		105,908.25
WATER PUMP ST REPAIR	ART 46, 1993	15-Nov-95	4.95%	7,832.50	7,138.75	6,463.75	5,818.75	5,158.75	15,377.50	2,347.50		50,137.50
WATER TRMT PLANT IMP	ART 32, 1995	15-Nov-95	4.98%	6,070.00	5,607.50	5,157.50	4,727.50	4,287.50	14,165.00	2,347.50		42,362.50
WATER MAIN CONSTR	ART 46, 1992	01-Dec-96	5.13%	21,250.00	19,250.00	17,250.00	15,200.00	13,075.00	24,000.00			110,025.00
WATER DIST IMPROVEMENT	ART 24, 1996	15-Nov-97	5.07%	10,025.00	9,025.00	8,025.00	7,000.00	5,937.50	10,200.00			50,212.50
WATER DIST IMPROVEMENT	ART 24, 1996	15-Nov-97	4.53%	81,585.00	74,835.00	68,085.00	62,310.00	57,450.00	210,300.00	73,095.00		627,660.00
WATER MAINS	ART 61, 1998	15-Dec-98	3.84%	5,153.75	9,677.50	8,497.50	7,602.50	6,907.50	21,978.75	2,037.50		61,855.00
FISH BROOK	ART 63, 1998	15-Dec-98	3.83%	10,866.25	20,315.00	17,660.00	15,646.25	14,082.50	44,047.50	4,075.00		126,692.50
				7,643.75	14,500.00	13,025.00	11,906.25	11,037.50	35,220.00	3,260.00		96,592.50
				628,330.08	570,575.39	493,831.70	423,238.01	358,161.01	1,036,311.18	154,688.75	0.00	3,685,136.12



TOWN OF ANDOVER, MASSACHUSETTS  
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			1999	2000	2001	2002	2003	2004-2008	2009-2013	2014 - 2017	06/30/99
ISSUE	ARTICLE	LOAN DATE	RATE								
SEWER DEBT											
SANITARY SEWER	ART 16, 1985	01-Aug-89	6.42%	3,298.00	1,105.00						4,403.00
SEWER- NORTH STREET	ART 41, 1991	01-Jul-92	5.03%	7,635.00	6,195.00	3,165.00	1,590.00				23,280.00
ADVANCE REFUNDING	A21.84/26.85	15-Nov-93	4.47%	85,100.00	75,900.00	66,585.00	57,040.00	86,250.00			418,140.00
ADVANCE REFUNDING	ART 28, 1989	01-Aug-90	6.35%	9,122.80	5,272.28	1,668.94					18,064.02
ADVANCE REFUNDING	ART 28, 1989	15-Nov-93	4.70%	18,973.00	16,973.00	15,797.00	13,653.50	37,827.00	1,125.00		119,321.50
SEWER PILGRIMPIONEER	ART 32, 1997	15-Nov-97	4.46%	8,352.50	7,227.50	6,102.50	4,330.00	9,050.00			40,202.50
SEWER MAYFLOWER	ART 35, 1997	15-Dec-98	3.84%	6,970.00	13,467.50	12,582.50	11,911.25	36,556.25	1,100.00		93,977.50
SEWER PLANS	ART 31, 1998	15-Dec-98	3.48%	29,055.00	49,920.00	34,580.00	22,945.00	4,680.00			155,090.00
SEWER BROOKCHESTNUT	ART 33, 1998	15-Dec-98	3.91%	8,231.25	15,990.00	15,105.00	14,433.75	50,682.50	8,227.50		124,582.50
PLANS - ROGERS BROOK	ART 34, 1998	15-Dec-98	3.85%	6,705.00	11,520.00	7,980.00	5,295.00	1,080.00			35,790.00
SEWER BALMORAL	ART 51, 1998	15-Dec-98	3.94%	2,238.75	4,320.00	4,025.00	3,801.25	13,862.50	2,352.50		34,227.50
SEWER PLANS SO MAIN ST	ART 31, 1998	15-Nov-99	0.00%	16,992.50	29,785.00	21,560.00	14,630.00	11,812.50			94,780.00
SEWER PLANS ROGERS BROOK	ART 34, 1998	15-Nov-99	4.51%	4,855.00	8,510.00	6,160.00	4,180.00	3,375.00			27,080.00
SEWER PLANS FOREST HILLS	ART 20, 1999	15-Nov-99	4.51%	6,068.75	10,837.50	7,700.00	5,225.00	4,218.75			33,850.00
SEWER CONST BEACON ST	ART 43, 1999	15-Nov-99	4.57%	5,199.38	10,098.76	9,511.26	9,016.26	33,700.05	3,303.13		70,828.84
				183,681.30	241,005.91	229,328.20	184,459.51	145,939.76	293,094.55	14,108.13	1,291,817.38

STREET											
TRAFFIC SIG/FRONT&DASC	ART 46, 1990	01-Jul-92	4.85%	1,470.00	750.00						2,220.00
SIDEWALK IMPROVE	ART 52, 1992	01-Jul-93	3.85%	780.00							780.00
BRIDGE REPAIR	ART 51, 1994	01-Nov-94	5.21%	5,746.88	5,210.63	4,442.50	3,467.50	2,505.63	2,030.84		23,403.78
DRAINAGE PROJECT	ART 38, 1987	15-Jul-88	6.34%	812.50							812.50
STORM DRAINS	ART 32, 1989	01-Jul-92	5.03%	3,780.00	2,820.00	1,820.00	1,055.00	530.00			10,005.00
STORM DRAINS	ART 43, 1991	01-Jul-92	5.03%	12,917.50	10,037.50	8,787.50	4,747.50	2,385.00			36,875.00
STORM DRAINS	ART 35, 1995	15-Nov-95	4.66%	4,500.00	2,650.00	850.00					8,000.00
ROAD REPAIR	ART 50, 1994	01-Nov-94	5.24%	13,959.38	11,863.13	9,765.00	7,665.00	4,488.75			53,280.01
ROAD CONSTRUCTION	ART 36, 1995	15-Nov-95	4.82%	17,625.00	15,312.50	13,062.50	10,912.50	12,125.00			77,750.00
CENTER ST SIDEWALK	ART 66, 1998	01-Dec-96	4.96%	1,625.00	1,625.00	1,425.00	1,220.00	1,350.00			8,452.50
ROAD IMPROVEMENTS	ART 26, 1996	01-Dec-98	5.13%	21,250.00	19,250.00	17,250.00	15,200.00	24,000.00			110,025.00
STORM DRAINAGE IMPROV	ART 25, 1998	01-Dec-98	3.87%	8,520.00	6,120.00	3,720.00	1,260.00				19,620.00
ROAD IMPROVEMENTS	ART 30, 1997	15-Nov-97	4.47%	22,006.25	19,193.75	16,381.25	13,975.00	27,687.50			111,193.75
GUARDRAILS	ART 32, 1997	15-Dec-98	3.40%	4,687.50	7,800.00	2,612.50	875.00				20,825.00
HUSSEY BROOK/RIVER ST	ART 59, 1998	15-Dec-98	3.77%	2,080.00	3,845.00	3,255.00	2,807.50	6,777.50	200.00		21,425.00
				121,960.01	108,477.51	83,608.75	64,922.50	49,039.38	78,459.39	200.00	504,667.54

MUNICIPAL FACILITIES											
MHL-HVAC	ART 45, 1996	01-Dec-96	4.92%	11,245.00	10,645.00	10,045.00	9,430.00	8,792.50	7,945.00		89,182.50
SENIOR CENTER	ART 24, 1997	15-Dec-98	3.81%	3,058.61	5,784.11	5,180.00	4,732.50	4,385.00	400.00		36,913.22
PUBLIC SAFETY CENTER	ART 56, 1997	15-Dec-98	3.47%	3,420.00	5,737.50	3,810.00	2,467.50	1,425.00			17,310.00
PEARSON ST ACQ	ART 56, 1998	15-Dec-98	3.74%	3,656.25	6,840.00	5,955.00	5,283.75	4,762.50	200.00		36,857.50
TOWN BUILDING RENOVATION	ART 38, 1998	15-Dec-98	3.77%	13,583.00	25,055.50	21,157.50	18,248.75	15,990.00	1,300.00		139,388.50
BUILDING RENOVATION	ART 45, 1999	15-Nov-99	4.56%	23,525.00	44,050.00	38,175.00	33,225.00	102,312.50	9,437.50		250,725.00
				34,960.88	77,587.11	90,197.50	78,337.50	88,580.00	19,282.50	0.00	570,378.72

PUBLIC SAFETY EQUIPMENT											
FIRE TRUCK	ART 37, 1995	15-Nov-95	4.80%	9,815.00	8,427.50	7,077.50	5,787.50	4,467.50	1,600.00		41,637.50
FIRE TRUCK	ART 55, 1997	15-Dec-98	3.81%	12,170.00	23,080.00	20,720.00	18,930.00	17,540.00			147,540.00
PUBLIC SAFETY FACILITY	ART 18, 1999	15-Nov-99	4.56%	21,985.00	47,050.00	88,100.00	78,350.00	68,450.00	204,625.00	18,875.00	501,450.00
				21,985.00	78,557.50	115,897.50	101,087.50	88,457.50	264,187.50	20,475.00	690,627.50

## JUNE 30, 1999

[illegible]

TOWN OF ANDOVER, MASSACHUSETTS  
ANALYSIS OF LONG TERM DEBT AUTHORIZED  
FISCAL YEAR ENDING JUNE 30, 1999  
(REFLECTED TO SHOW NOVEMBER 15, 1999 BOND ISSUE)

ARTICLE	PROJECT NAME	AUTHORIZATION AMOUNT JUNE 30, 1999	BONDING	AUTHORIZATION REMAINING NOVEMBER 15, 1999
ART 18, 1985	SEWER SYSTEM IMPROVEMENTS	1,160,000.00		1,160,000.00
ART 26, 1995	FIELD IMPROVEMENTS	384,000.00		384,000.00
ART 47, 1996	SHAWSHEEN FIELD IMPROVEMENTS	4,000.00		4,000.00
ART 24, 1997	SENIOR CITIZEN CENTER	349,552.00		349,552.00
ART 31, 1998	SEWER PLANS - SOUTH MAIN STREET AREA	700,000.00	700,000.00	0.00
ART 34, 1998	SEWER PLANS - ROGERS BROOK	200,000.00	200,000.00	0.00
ART 16, 1999	PUBLIC SAFETY CENTER	12,900,000.00	2,000,000.00	10,900,000.00
ART 19, 1999	MIDD/EL SCHOOL DESIGN	2,517,000.00		2,517,000.00
ART 20, 1999	SEWER DESIGN - FOREST HILLS	250,000.00	250,000.00	0.00
ART 41, 1999	SEWER CONSTRUCTION - SO MAIN ST	22,500,000.00		22,500,000.00
ART 42, 1999	SEWER CONSTRUCTION - ROGERS BROOK	4,300,000.00		4,300,000.00
ART 43, 1999	SEWER CONSTRUCTION - BEACON STREET	225,000.00	225,000.00	0.00
ART 44, 1999	LANDFILL CLOSURE	2,200,000.00		2,200,000.00
ART 45, 1999	TOWN/SCHOOL BUILDING IMPROVEMENTS	1,000,000.00	1,000,000.00	0.00
ART 74, 1999	MAIN STREET STREETScape	304,000.00		304,000.00
ART 83, 1999	SIDEWALK CONSTRUCTION - SALEM STREET	150,000.00		150,000.00
		<u>49,143,552.00</u>	<u>4,375,000.00</u>	<u>44,768,552.00</u>



TOWN OF ANDOVER, MASSACHUSETTS  
ANALYSIS OF RESERVE ACCOUNT AND COMPENSATION FUND  
YEAR ENDING JUNE 30, 1999

RESERVE FUND

Transfers by Authority of the  
Finance Committee:

Transfers by Vote of Town Meeting,  
April , 1998

99-1 Plant and Facilities	1,114.00	From Taxation	200,000.00
99-2 Plant and Facilities	34,345.07		
99-3 Public Safety	23,800.00		
99-4 General Government	10,675.00		
96-5 GLRVTHS	21.00		
99-6 Debt Service	44,808.74		
Transferred to Surplus	<u>85,236.19</u>		<u>                    </u>
	<u>200,000.00</u>		<u>200,000.00</u>

COMPENSATION FUND

Transfers by Authority of the  
Board of Selectmen:

Transfers by Vote of the Town Meeting,  
April , 1998

Carryforward to Fiscal 2000	576,500.00	From Taxation	576,500.00
	<u>576,500.00</u>		<u>                    </u>
Balance to Surplus	<u>0.00</u>		<u>                    </u>
	<u>576,500.00</u>		<u>576,500.00</u>

TRUST-CEMETERY-SPECIAL FUNDS  
IN CUSTODY OF THE TOWN TREASURER  
YEAR ENDING JUNE 30, 1999

FUND	BENEFICIARY	PRINCIPAL	BALANCE JULY 1, 1998	DEPOSITS	INCOME	DRAWN	ADJUSTMENT	BALANCE JUNE 30, 1999
M.V. LIBRARY CONSORTIUM	LIBRARY		96,037.62		4,996.10			101,033.72
CHRIST CHURCH		7,810.00	8,074.34		538.15			6,612.49
WEST PARISH		2,310.00	2,450.98		163.30			2,614.28
ROGERS BROOK								0.00
SUNSET ROCK								0.00
ST. AUGUSTINES		650.00	689.66		45.97			735.63
			107,252.60	0.00	5,743.52	0.00	0.00	112,996.12
			56,334.73					56,334.73
SPRING GROVE		275,000.00	762,423.84	26,400.00	31,712.29	140,000.00		680,536.13
			818,758.57	26,400.00	31,712.29	140,000.00	0.00	736,870.86
UNEMPLOYMENT COMPENSATIC			261,898.15		13,624.57			275,522.72
			261,898.15	0.00	13,624.57	0.00	0.00	275,522.72
EMMA J. LINCOLN	A.V.I.S		653.91		43.58			697.49
EMILINE LINCOLN	A.V.I.S	1,000.00	1,200.72		80.03			1,280.75
CONSERVATION FUND	CONSERVATION		39,168.01		2,810.50			41,778.51
			41,022.64	0.00	2,734.11	0.00	0.00	43,756.75
J GREELEY	LIBRARY	5,000.00	5,302.12		353.38			5,655.50
			5,302.12	0.00	353.38	0.00	0.00	5,655.50
STABILIZATION	TOWN		1,618,849.03	60,000.00	111,699.27			1,790,548.30
			1,618,649.03	60,000.00	111,699.27	0.00	0.00	1,790,548.30
INSURANCE	TOWN		234,734.57		12,211.47			246,946.04
			234,734.57	0.00	12,211.47	0.00	0.00	246,946.04
			378,680.00			57,160.00		321,500.00
TOWN INSURANCE HEALTH			2,623,852.39	4,828,226.45	100,311.89	4,561,942.86	40,029.38	2,950,218.49
			3,002,312.39	4,828,226.45	100,311.89	4,619,102.86	40,029.38	3,271,718.49
FARRINGTON	FLOWERS	600.00	1,211.48		80.75			1,292.23
BALLARDVALE MEMORIAL	FLOWERS	532.88	966.20		64.40			1,030.60
ALLEN	FLOWERS	200.00	231.95		15.45			247.40
DRAPER	SCHOOL	1,058.93	10,396.96		892.95			11,089.91
RICHARDSON	SHAWSHEEN SC	1,000.00	3,967.92		284.47			4,232.39
A. & A.V. LINCOLN	SPELLING BEE	1,000.00	5,423.19		361.45			5,784.64
SPRING GROVE CEMETERY	PRINCIPAL		25,809.81		2,419.37	1,404.99		26,823.99
RAFTON (INTEREST)			1,576.23	96.00	108.64			1,778.87
RAFTON (PRINCIPAL)	SCHOLARSHIP	598.50	598.50					598.50
CONROY	HIGH SCHOOL	291.71	1,050.12		69.98			1,120.10
AMERICAN LEGION	HIGH SCHOOL	200.00	774.35		51.61			825.96
CHRIS MAYNARD BOOKS	SOUTH SCHOOL	3,987.68	3,969.05	200.00	260.63	171.25		4,258.43
SMART	FLOWERS	1,000.00	9,427.43		828.34			10,055.77
MARGARET G. TOWLE	INCOME		153,065.89		30,704.56	23,105.52		160,664.93
SUNSET ROCK EXT	HAMMOND WAY		5,228.87		132.23		5,361.10	(0.00)
JOHN CORNELL	WOOD & COAL	5,000.00	40,466.61		2,897.04			43,163.65
MARGARET G. TOWLE	PRINCIPAL	345,825.50	345,825.50					345,825.50
DAVID & LUCY SHAW	WELFARE	10,000.00	32,391.83		2,114.16	1,000.00		33,505.79
W.L. RAYMOND	WELFARE	7,845.81	33,838.10		2,232.92	500.00		35,571.02
A.J. LINCOLN	NEEDY CHILDR	5,000.00	15,960.53		830.31			16,790.84
E.I. RAYMOND	WELFARE/FLOW	1,302.77	1,703.33		113.52			1,816.85
TAYLOR	FUEL	300.00	1,246.60		83.08			1,329.68
C.D. WOOD	MEMORIAL		827,657.01		55,162.21			882,819.22
CD&P-ROGERS BROOK			4,154.68		60.66		4,215.54	0.00
TOWN 400TH CELEBRATION			5,185.92		345.64			5,531.56
POLICE DRUG ACCOUNT	POLICE		12,737.24	853.00	280.42	2,360.00		11,310.66
ESTATE S.P. WHITE	SPRING GROVE	5,786.83	10,882.39		568.11			11,448.50
HOLT	SCHOOL	81.95	474.82		31.66			506.48
			1,556,222.31	949.00	100,370.56	28,541.76	9,576.64	1,619,423.47
VICOR SEWER DEPOSIT		5,000.00	0.00	5,000.00	223.49		5,223.49	0.00
			0.00	5,000.00	223.49	0.00	5,223.49	0.00
WORKERS COMP TRUST FUND					95,653.26			95,653.26
1999 CONTRIBUTION								95,653.26
1998 CONTRIBUTION			73,792.00					73,792.00
1997 CONTRIBUTION			32,000.00					32,000.00
1996 CONTRIBUTION			146,500.00			74,998.00		71,502.00
1995 CONTRIBUTION			8,076.00			8,076.00		0.00
			260,368.00	0.00	95,653.26	83,074.00	0.00	272,947.26
CEMETERY SALE OF LOTS ADJUSTMENT			(178,987.64)				(178,987.84)	0.00
			(178,987.84)	0.00	0.00	0.00	(178,987.84)	0.00
MV LIBRARY CONSORTIUM (TRUST AND AGENCY)			(96,037.62)	0.00	(4,996.10)	0.00		(101,033.72)
CHRIST CHURCH			(8,074.34)	0.00	(538.15)	0.00		(8,612.49)
WEST PARISH			(2,450.98)	0.00	(163.30)	0.00		(2,614.28)
ST AUGUSTINES			(689.66)	0.00	(45.97)	0.00		(735.63)
			(107,252.80)	0.00	(5,743.52)	0.00	0.00	(112,996.12)
A/P DUR GE RE: CEMETERY PERPETUAL CARES			(70,000.00)		70,000.00			0.00
			(70,000.00)	0.00	70,000.00	0.00	0.00	0.00
DUE TO GENERAL FUND			141,953.32		29,547.34	79,454.76	92,045.90	0.00
			-141,953.32	0.00	29,547.34	79,454.76	92,045.90	0.00
LONG TERM VARIANCE TO BE CLEARED			(73.19)				926.81	(1,000.00)
			(73.19)	0.00	0.00	0.00	926.81	(1,000.00)
			7,692,360.07	4,920,575.45	568,441.63	4,950,173.38	(31,185.62)	8,262,389.39

**ANNUAL TOWN ELECTION  
MARCH 23, 1999**

**ANNUAL TOWN ELECTION TOTAL: 2424**

The total number of ballots cast was 2424, viz:

Precinct 1 2175   Precinct 2 2575   Precinct 3 2298   Precinct 4 2493  
Precinct 5 2650   Precinct 6 2497   Precinct 7 2302   Precinct 8 2537

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Precinct 7	Precinct 8	TOTAL
<b>MODERATOR (2)</b>									
JAMES D. DOHERTY	274	213	237	238	173	189	202	220	1746
JOHN DOYLE	63	65	66	52	75	59	54	62	496
All Others	1	0	2	0	6	1	0	2	12
Blanks	40	27	18	18	18	23	13	13	170
<b>SELECTMAN (3)</b>									
WILLIAM T. DOWNS	144	130	117	130	105	106	92	98	922
THOMAS P. COLLINS	19	40	41	19	53	33	43	24	272
MARY N. FRENCH	210	129	159	155	112	128	133	173	1199
All Others	0	0	0	0	0	0	0	0	0
Blanks	5	6	6	4	2	5	1	2	31
<b>SCHOOL COMMITTEE (1)</b>									
ERIC J. NADWORNÝ	280	236	248	219	200	208	208	221	1820
All Others	4	3	2	7	5	4	3	6	34
Blanks	94	66	73	82	67	60	58	70	570
<b>ANDOVER HSG. AUTHORITY (1)</b>									
JAMES A. CUTICCHIA	277	241	254	229	198	211	205	222	1837
All Others	2	2	0	3	2	0	2	5	16
Blanks	99	62	69	76	72	61	62	70	571
								<b>TOTAL:</b>	<b>2424</b>



ANNUAL TOWN MEETING - APRIL 26, 27 & MAY 10, 11, 1999

<u>WARRANT</u> <u>ART. NO.</u>	<u>DESCRIPTION</u>	<u>ACTION</u> <u>TAKEN</u>	<u>ATT.GEN.</u> <u>APPROVAL</u>
1	Town Election	Approved	
2	Elect other Officers	Approved	
3	Salaries of elected officials	Approved	
4	The Budget	Approved	
5	Town Budget transfers	Withdrawn	
6	Supplemental budget appropriations	Approved	
7	Grant Program Authorizations	Approved	
8	Road Contracts	Approved	
9	Free Cash	Approved	
10	Unexpended Appropriations	Approved	
11	Chapter 90 Road Easements Eminent Domain	Approved	
12	Unpaid Bills	Approved	
13	Town Report	Approved	
14	Property Tax Exemptions Statute Acceptance	Approved	
15	Rescind Bond Authorization	Withdrawn	
16	Public Safety Center - \$12,900,000 Bonding - Without contingent appropriation	Approved	
17	Public Safety Center Bonding - With contingent appropriation	Withdrawn	
18	Senior Center Lease Agreement Special Legislation	Approved	
19	New Middle & Elementary School Bonding - \$2,517,000	Approved	
20	Sewer Engineering & Design - Forest Hills Area Bonding - \$250,000	Approved	
21	Community Development & Planning Revolving Account Statute Acceptance	Approved	
22	Health Department Title V Revolving Account Statute Acceptance	Approved	
23	Health Department Clinic Supplies Revolving Account Statute Acceptance	Approved	
24	DCS Revolving Account Statute Acceptance	Approved	
25	Youth Services Revolving Account Statute Acceptance	Approved	
26	Plant & Facilities Field Maintenance Statute Acceptance	Revolving Account Approved	
27	Elder Services Account Revolving Account Statute Acceptance	Approved	

ANNUAL TOWN MEETING - APRIL 26, 27 & MAY 10, 11, 1999

<u>WARRANT ART. NO.</u>	<u>DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATT. GEN. APPROVAL</u>
28	Contracts in excess of Three Years Statute Acceptance	Approved	
29	Accepting Easements	Approved	
30	Granting Easements	Approved	
31	Tax Voucher Program - \$50,000	Approved	
32	Elderly & Disabled Transportation Program \$25,000	Approved	
33	Special Municipal Celebration Fund Statute Acceptance - \$20,000	Approved	
34	Shawsheen Field Improvements	Disapproved	
35	Buxton Court Acquisition	Disapproved	
36	Fireworks	Approved	
37	Outside Police Details	Approved	
38	Conservation Commission Land Transfer General Bylaw	Approved	
39	Transcripts of Selectmen's Meetings	Approved	September 10, 1999
40	Transcripts of Finance Committee Meetings	Disapproved	September 10, 1999
41	Sewer Construction - South Main Street/ Ballardvale Bonding - \$22,500,000	Approved	
42	Sewer Construction - Rogers Brook Bonding - \$4,3000,000	Approved	
43	Sanitary Sewer - Beacon Street Bonding - \$225,000	Approved	
44	Landfill Closure Bonding - \$2,200,000	Approved	
45	Town/School Building Improvements Bonding - \$1,000,000	Approved	
46	Town/School Projects - \$2,000,000	Approved	
47	Public Safety Antennas - \$50,000	Approved	
48	Accumulated Employee Benefit Account - \$300,000	Approved	
49	Rezoning for SRC to ID Zoning Bylaw	Withdrawn	
50	Special Permit Granting Authority Zoning Bylaw	Approved	September 10, 1999
51	Insertion of Private Warrant Articles General Bylaw	Disapproved	
52	Abolish Fees General Bylaw	Disapproved	
53	Official Copy of the Warrant General Bylaw	Disapproved	

ANNUAL TOWN MEETING - APRIL 26, 27 & MAY 10, 11, 1999

<u>WARRANT ART. NO.</u>	<u>DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATT.GEN. APPROVAL</u>
54	Amend Side/front Yard Setbacks Zoning Bylaw	Approved	September 10, 1999
55	Open Space Residential Development Zoning Bylaw	Disapproved	
56	Storage of Secondhand Junk or Scrap Zoning Bylaw	Approved	September 10, 1999
57	Definition of A Way Zoning Bylaw	Approved	September 10, 1999
58	Use Regulations Zoning Bylaw	Approved	September 10, 1999
59	Definition of a Driveway Zoning Bylaw	Approved	September 10, 1999
60	Prohibition of Common Driveways Zoning Bylaw	Disapproved	
61	Miscellaneous Main Uses Zoning Bylaw	Withdrawn	
62	Light Poles on Recreational Fields Zoning Bylaw	Withdrawn	
63	Light Pole Design Standards Zoning Bylaw	Withdrawn	
64	Downtown General Business District Zoning Bylaw	Withdrawn	
65	Noel Road - Street Acceptance	Not Laid Out	
66	Acorn Drive - Street Acceptance	Not Laid Out	
67	Basswood Lane - Street Acceptance	Not Laid Out	
68	Buttonwood Drive - Street Acceptance	Not Laid Out	
69	Hazelwood Drive - Street Acceptance	Not Laid Out	
70	Meadow View Lane - Street Acceptance	Not Laid Out	
71	Radcliffe Drive - Street Acceptance	Approved	
72	Yardley Road - Street Acceptance	Approved	
73	Pay/Bag Refuse Collection Survey	Disapproved	
74	Main Street Streetscape Improvements Bonding - \$304,000	Approved	
75	Wetlands Protection Bylaws General Bylaw	Approved	September 10, 1999 (part of S. 3 deleted "Exceptions" ¶
76	Conservation Commission Consultant Fees Special Legislation	Approved	2 - see minutes
77	Numbering of Warrant Articles General Bylaw	Disapproved	
78	Remove Cell Tower Andover/Lawrence Line	Withdrawn	
79	Land Grant - Stevens Street	Withdrawn	



ANNUAL TOWN MEETING - APRIL 26, 27 & MAY 10, 11, 1999

<u>WARRANT ART. NO.</u>	<u>DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATT.GEN. APPROVAL</u>
80	Sidewalk Restoration Program Eminent Domain - \$400,000	Approved	
81	Sidewalk Five Year Plan General Bylaw	Approved	September 10, 1999
82	Sidewalk Reconstruction Bonding - \$400,000	Disapproved	
83	Sidewalk - Portion of Salem Street Eminent Domain/Bonding - \$150,000	Approved	
84	Shawsheen Historic District General Bylaw	Disapproved	
85	Retirement System Non Contributory Retirees COLA Statute Acceptance	Approved	
86	Retirement System - Option C Pop Up Statute Acceptance	Approved	
87	Alderbrook (Portion) Street Acceptance	Approved	
88	Improvements Essex & Pearson Intersection - \$30,000	Approved	
89	Oppose Gas Power Plant - \$50,000	Approved	
90	Conveyance of Land - Dwigh/Salem Streets	Withdrawn	
91	Abandon Portion of Public Way - Dwight Street	Withdrawn	
92	Abandon Portion of Public Way - School Street	Withdrawn	
93	Amend lot/slope Requirements Zoning Bylaw	Withdrawn	
94	Easement Change - Powers Rd/Carter Ln Special Legislation	Approved	
95	Easement - Andover Street	Withdrawn	
96	Amend Traffic Rules & Regulations	Withdrawn	
97	Expand Layout of Portions of Lowell Street	Approved	
98	Ballardvale Historic District Signs - \$4,000	Approved	

ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

Agreeably to a Warrant signed by the Selectmen on March 1, 1999 the Inhabitants of said Town who are qualified to vote in Elections and Town Affairs to meet and assemble at the designated polling place. All eight precincts: Precincts One, Two, Three, Four, Five, Six, Seven, Eight, are to vote at the Field House, Andover High School, Shawsheen Road, in said Andover, on

**TUESDAY, THE TWENTY-THIRD DAY OF MARCH, 1999**

at seven o'clock A.M. to eight o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bill and notices are usually posted and by publication in the Andover Townsman. Said Warrants have been posted and published fourteen days.

Ronald F. Ford  
Constable

**ARTICLE 1.** Took up Article One and proceeded to vote Town Offices. The ballot boxes were found to be empty and registered 0000. The polls were opened at seven o'clock A.M. and closed at eight o'clock P.M.

After the final action on the preceding Article One, the said meeting shall stand adjourned by virtue of Chapter 39, Section 20 of the Massachusetts General Laws, to April 26, 1999, at 7:00 P.M., at the Field House, Andover High School, Shawsheen Road, in said Andover.

**ADJOURNED ANNUAL TOWN MEETING**

**APRIL 26, 1999**

The check lists were used at the entrance and showed 1711 voters admitted to the meeting.

The meeting was called to order by James D. Doherty, Moderator at 7:02 P.M.

The opening prayer was offered by The Reverend, Mark R.P. Welch, Jr., West Parish Church, Andover, MA.

Salute to the flag was led by John P. Hess, Chairman, Board of Selectmen.

The song, America, written by Samuel Francis Smith in 1831 while attending Andover Theological Seminary, was sung by MaryAnn Iuliucci, a student at Andover High School.

Upon unanimous consent it was VOTED to admit seven (30) non-voters to the meeting and allow non-voters to be escorted to the non-voting section thereafter.

A presentation of a proclamation was made by Selectman John Hess to William T. Downs for his twelve years of service to the Town as a Selectmen.

Don Schroeder, Chairman of the Finance Committee presented plaques of appreciation to the following residents for their service to the Town on the Finance Committee: Frederick Fitzgerald, William Novelline, Peter Volpe, Anthony Sakowich, and Gerald Mulligan

The Moderator announced there would be no smoking or food in the Gymnasium.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable. Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refer to the warrant articles by number and subject matter.

The voting sections of the hall were laid out by the Moderator for the counters and voters.

**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

**ARTICLE 1.** To elect a Moderator for one year, one Selectmen for three years, one member of the School Committee for three years and one member of the Andover Housing Authority for five years.

All the candidates above were voted for on one ballot on March 23, 1999:

The polls were open from 7:00 A.M. to 8:00 P.M.

Town Clerk, Randall L. Hanson, declared the successful candidates to be as follows:

John D. Doherty	Moderator for One Year
Mary N. French	Selectman for Three Years
Eric C. Nadworny	School Committee for Three Years
James A. Cuticchia	Andover Housing Authority for Five Years

**ARTICLE 2.** To elect all other officers not required by law to be elected by ballot.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED that Edward Cole, 43 River Street, be elected Trustee of the Cornell Fund for three years by a Majority vote.

**ARTICLE 3.** To establish the salaries of the elected officers for the ensuing year.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a Majority vote that the salaries of the elected Town Officers be established as follows:

Town Moderator -	\$250.00 for each Annual Town Meeting and \$60.00 for each Special Town Meeting except when it falls within the Annual Town Meeting.
Selectmen -	Chairman - \$1,800.00 Members - \$1,500.00
School Committee -	Chairman - \$1,800.00 Members - \$1,500.00

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 4.** To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 1999 and ending June 30, 2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director



ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

ARTICLE 4 - 1999 ANNUAL TOWN MEETING

BUDGET

GENERAL GOVERNMENT

1	PERSONAL SERVICES	1,422,292
2	OTHER EXPENSES	948,153
	Total	2,370,445

The motion was APPROVED by Majority vote.

COMMUNITY DEVELOPMENT

3	PERSONAL SERVICES	<i>Including \$13,000 in receipts from wetland</i>	935,055
4	OTHER EXPENSES		153,846
	Total		1,088,901

The motion was APPROVED by Majority vote.

COMMUNITY SERVICES

5	PERSONAL SERVICES	<i>Including \$182,600 in receipts from programs and activities</i>	365,998
6	OTHER EXPENSES	<i>Including \$273,400 in receipts from programs</i>	322,535
	Total		688,533

The motion was APPROVED by Majority vote.

ELDER SERVICES

7	PERSONAL SERVICES	<i>Including \$36,400 in federal receipts, \$40,097</i>	388,025
8	OTHER EXPENSES		166,460
	Total		554,485

The motion was APPROVED by Majority vote.

PLANT AND FACILITIES

9	PERSONAL SERVICES	<i>Including \$70,000 in rental receipts, \$40,000 from sale of cemetery lots and \$70,000 from cemetery perpetual care interest income</i>	2,249,940
10	OTHER EXPENSES		2,642,850
	Total		4,892,790

The motion was APPROVED by Majority vote.

PUBLIC SAFETY

11	PERSONAL SERVICES	<i>Including \$10,000 from State DARE grant, \$49,578 from parking meter revenue and \$420,000 in ambulance service collections</i>	8,600,470
12	OTHER EXPENSES	<i>Including \$7,280 from parking meter revenue</i>	608,078
		-124- Total	9,208,548

The motion was APPROVED by Majority vote.

PUBLIC WORKS

13	PERSONAL SERVICES	1,185,921
14	OTHER EXPENSES	3,796,125
	<b>Total</b>	<b>4,982,046</b>

The motion was APPROVED by Majority vote.

SEWER

15	PERSONAL SERVICES	196,510
16	OTHER EXPENSES <i>Including \$150,000 from Sewer capital</i>	288,100
17	GREATER LAWRENCE SANITARY	1,220,000

Upon motion duly made and seconded an amendment was moved to decrease line item 16 by \$150,000.

The amendment was defeated by a Majority vote.

The original motion was approved by a Majority vote.

**Total**      **1,704,610**

The motion was APPROVED by Majority vote.

WATER

18	PERSONAL SERVICES	1,228,148
19	OTHER EXPENSES <i>Including \$250,000 from Water capital</i>	1,801,900
	<b>Total</b>	<b>3,030,048</b>

The motion was APPROVED by Majority vote.

LIBRARY

20	PERSONAL SERVICES	1,405,919
21	OTHER EXPENSES <i>Including \$44,702 from state public library</i>	608,850
	<b>Total</b>	<b>2,014,769</b>

The motion was APPROVED by Majority vote.

UNCLASSIFIED

22	COMPENSATION FUND	900,000
23	RESERVE FUND	200,000
	<b>Total</b>	<b>1,100,000</b>

The motion was APPROVED by Majority vote.

ANDOVER SCHOOL DEPARTMENT

24	PERSONAL SERVICES	29,595,939
25	OTHER EXPENSES <i>Including \$40,000 in insurance collections for school services</i>	6,761,823
	<b>Total</b>	<b>36,357,762</b>

The motion was APPROVED by Majority vote.

**GREATER LAWRENCE VOCATIONAL TECHNICAL SCHOOL**

26	GR LAW ASSESSMENT	<u>120,791</u>
	Total	120,791

The motion was APPROVED by Majority vote.

**FIXED**

27	INTEREST EXPENSE	3,783,972
28	BOND REDEMPTION	6,968,848
29	STABILIZATION FUND	750,000
30	INSURANCE EXPENSE	525,000
31	RETIREMENT FUND	3,592,193
32	HEALTH INSURANCE FUND	<u>3,425,000</u>
	Total	19,045,013

The motion was APPROVED by Majority vote.

**TOTAL BUDGET APPROPRIATION** 87,158,741

Finance Committee Report: Approval  
 Selectmen Report: Approval  
 School Committee Report: Approval

**SPECIAL ARTICLES - FREE CASH**

Article 9	Free Cash FY 99	1,204,000
	<b>TOTAL</b>	<b>\$1,204,000</b>

**SPECIAL ARTICLES - TRANSFER OF FUNDS**

	Transfer from:	
Article 10	Article 22, 1997 Annual Town Meeting	5,000
	and be appropriated to the following:	5,000
	FY 2000 Senior Center Tax Voucher Program	

NONE

**SPECIAL ARTICLES - BORROWING**

Article 16	Public Safety Center	12,900,000
Article 19	New Middle and Elementary School Design	2,517,000
Article 20	Sewer Design/Engineering - Forest Hills	250,000
Article 41	Sewer Construction - South Main Street	22,500,000
Article 42	Sewer Construction - Rogers Brook	4,300,000
Article 43	Sewer Construction - Beacon Street	225,000
Article 44	Landfill Closure	2,200,000
Article 45	Town/School Building Improvements	1,000,000
Article 74	Main Street Streetscape	304,000
Article 83	Sidewalk Construction - Salem Street	150,000
	<b>TOTAL</b>	<b>\$46,346,000</b>

**UNEXPENDED APPROPRIATIONS** 126-

NONE



ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

SPECIAL ARTICLES FROM AVAILABLE FUNDS

Article 6	School Department - Other Services	424,225
Article 12	Unpaid Bills	1,283.42
Article 31	Tax Voucher Program	50,000
Article 33	Special Municipal Celebration Fund	20,000
Article 36	Fireworks	7,500
Article 37	Outside Police Details	10,000
Article 46	Town School Projects	
	Motion 1. Geographic Information System (GIS)	252,000
	Motion 2. Bridge repair and traffic signals	115,000
	Motion 3. Town Capital Projects	590,000
	Motion 4. School Capital Projects	713,000
	Motion 5. Public Safety vehicles and equipment	310,000
	Motion 6. Skate Park	20,000
Article 47	Public Safety Antennas	50,000
Article 48	Accumulation Employee Benefit Account+B77	300,000
Article 88	Essex & Pearson Street Improvements	30,000
Article 89	Gas Power Plant Litigation	50,000
Article 98	Ballardvale Historic District Signs	4,000
TOTAL		\$2,947,008.42

SPECIAL ARTICLES – CHAPTER 44 SEC. 53 ½ REVOLVING ACCOUNTS

Article 21	Community Development and Planning	25,000
Article 22	Health Department - Title V	20,000
Article 23	Health Department - Clinic Supplies	5,000
Article 24	Department of Community Services	200,000
Article 25	Youth Services	50,000
Article 26	Plant and Facilities Field Maintenance	30,000
Article 27	Elder Services	100,000
TOTAL		\$430,000

SPECIAL ARTICLES FROM TAXATION

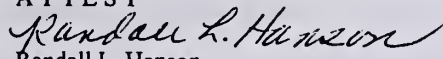
Article 32	Elderly and Disabled Transportation Program	25,000
Article 39	Selectmen Meeting Transcripts	4,000
Article 40	Finance Committee Transcripts	4,000
Article 80	Sidewalk Restoration	400,000
TOTAL		\$433,000

SPECIAL ARTICLES FROM STABILIZATION FUND

NONE

A true record

ATTEST

  
Randall L. Hanson  
Town Clerk

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
School Committee Report: Approval

ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

**ARTICLE 5.** To see if the Town will vote to transfer from amounts previously appropriated at the April 27, 1998 Annual Town Meeting as authorized by Massachusetts General Laws, Chapter 44, Section 33B or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was VOTED to Withdraw Article 5 by a Majority vote.

**ARTICLE 6.** To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April 27, 1998 Annual Town Meeting or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was VOTED by a Majority vote that the sum of \$424,225 be transferred from available funds and be appropriated to School Department - Other Services.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
School Committee Report: Approval

**ARTICLE 7.** To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 7 as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 8.** To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the County Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 8 as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 9.** To see what amount the Town will vote to permit the Assessors to use in free cash to reduce the Fiscal Year 2000 tax rate and to effect appropriations voted at the 1999 Annual Town Meeting.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was VOTED to approve Article 9 as printed in the Warrant in the amount of \$1,204,000 by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

**ARTICLE 10.** To see what disposition shall be made of unexpended appropriations and free cash in the treasury.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was VOTED that the Town transfer \$5,000 from Article 22, 1997 Annual Town Meeting and appropriate \$5,000 for the FY2000 Senior Citizen Tax Voucher Program by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 11.** To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements.

On request of the Town Manager

Upon motion made and duly seconded Article 11 was approved as printed in the Warrant.

**VOTE: UNANIMOUS**

**A 2/3 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 12.** To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior Fiscal Years.

On request of the Town Manager as recommended by the Town Accountant

Upon motion made and duly seconded it was VOTED that the Town transfer from available funds the sum of \$1,283.42 to pay the following unpaid bills:

Sir Speedy Printing	Community Services	\$ 525.00
O'Brien Chiropractic Clinic	Fire Department	115.20
O'Brien Chiropractic Clinic	Fire Department	57.60
Northeast Rehabilitation Hospital	Fire Department	200.00
Merrimack Valley Health Services	Fire Department	<u>385.62</u>
	Total	1,283.42

**VOTE: UNANIMOUS**

**A 4/5 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 13.** To act upon the report of the Town officers.

On request of the Town Manager

Upon motion made and duly seconded Article 13 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval

**ARTICLE 14.** To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2000 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5 or take any other action related thereto.



ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

On request of the Town Manager as recommended by the Board of Assessors

Upon motion made and duly seconded Article 14 was approved as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 15.** To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was VOTED to Withdraw Article 15 by a Majority.

**ARTICLE 16.** To see if the Town will vote to appropriate a sum not to exceed \$14,000,000 for the purpose of constructing a Public Safety Center on the existing site at 32 North Main Street and adjacent Town-owned parcels, constructing additions and renovations at the West Andover Fire Sub-Station, constructing additions and renovations to the DPW and Plant and Facilities Buildings at the Town Yard off Lewis Street, constructing a new building on the site of the existing Parks and Grounds Building at the Town Yard off Buxton Court, including plans, demolition, site development, parking, original equipment and furnishings and other costs incidental and related thereto; to authorize the Board of Selectmen to acquire necessary easements by gift, by purchase, by eminent domain or otherwise; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town thereof or take any other action related thereto. (Without contingent appropriation)

On request of the Town Manager as recommended by the Chief of Police and Fire Chief

Upon motion made and duly seconded it was VOTED to approve Article 16 as printed in the Warrant in the amount of \$12,900,000 from borrowing.

**VOTE: UNANIMOUS**

**A 2/3 Vote Required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 17.** To see if the Town will vote to appropriate a sum not to exceed \$14,000,000 for the purpose of constructing a Public Safety Center on the existing site at 32 North Main Street and adjacent Town-owned parcels, constructing additions and renovations at the West Andover Fire Sub-Station, constructing additions and renovations to the DPW and Plant and Facilities Buildings at the Town Yard off Lewis Street, constructing a new building on the site of the existing Parks and Grounds Building at the Town Yard off Buxton Court, including plans, demolition, site development, parking, original equipment and furnishings and other costs incidental and related thereto; to authorize the Board of Selectmen to acquire necessary easements by gift, by purchase, by eminent domain or otherwise; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town thereof, provided that any authorized borrowing hereunder shall be contingent on passage of a vote at a Town Election to exempt the amounts required to pay any authorized bonds or notes from the provisions of Proposition 2 ½ in accordance with Massachusetts General Laws, Chapter 59, Section 21C(m), or take any other action related thereto. (With contingent appropriation)

On request of the Town Manager as recommended by the Chief of Police and Fire Chief

Upon motion made and duly seconded it was VOTED to Withdraw Article 17 by a Majority vote.

ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

**ARTICLE 18.** To see if the Town will vote to approve and authorize the Board of Selectmen on behalf of the Town to enter into and execute a lease with Phillips Academy of the building known as William Hall, located at 53 Phillips Street, Andover for use as a senior center, together with such land as is necessary for (i) any addition to the building, (ii) necessary parking for the completed facility and (iii) surrounding landscaping and outdoor areas, such lease to be for an initial term of 30 years with one 10-year extension option, with rent to be paid to Phillips Academy during the initial 30-year term of a nominal \$1.00 per year and the Town to be responsible under the lease for all maintenance, utility and insurance costs plus all costs of renovating and adding to the building and constructing on site parking; to authorize the Board of Selectmen to petition the General Court for the passage of any special legislation to accomplish the foregoing and to take any other action related thereto.

On petition of Dorothy L. Bresnahan and others

Upon motion made and duly seconded Article 18 was moved as printed in the Warrant.

An amendment was moved and seconded that the Town vote to approve and authorize the Board of Selectmen on behalf of the Town to enter into and execute a lease with Phillips Academy of the building known as William Hall, located at 53 Phillips Street, Andover for use as a senior center, together with such land as is necessary for (i) any addition to the building, (ii) necessary parking for the completed facility and (iii) surrounding landscaping and outdoor areas, such lease to be for an initial term of 30 years with one 10-year extension option, with rent to be paid to Phillips Academy during the initial 30-year term of a nominal \$1.00 per year, with funds for construction and renovation to be raised through donations to the Friends of the Andover Senior Center, Inc. and the Town to be responsible under the lease for all maintenance, utility and insurance costs; to authorize the Board of Selectmen to petition the General Court for the passage of any special legislation to accomplish the foregoing and to take any other action related thereto.

**The amendment was approved by a Majority vote.**

A second amendment was moved and seconded that the Town vote to approve and authorize the Board of Selectmen on behalf of the Town to enter into negotiations for the purpose of executing a lease with Phillips Academy of the building known as Williams Hall, located at 53 Phillips Street, Andover for use as a Senior Center, together with such land as is necessary for { 1 } any addition to the building, [2] necessary parking of the completed facility and [3] surrounding landscaping and outdoor areas, such lease to be for a minimum initial term of 29 years with seven [7] ten [10]-year extension options, with rent to be paid to Phillips Academy during the complete term of \$1.00 per year, with funds to be raised through donations to The Friends of the Andover Senior Center, Inc. and the Town to be responsible under the lease for all maintenance, utility and insurance costs; to authorize the Board of Selectmen to appoint a negotiating committee of not less than three nor more than seven members, one of whom shall be a member of the Board of Selectmen, to report to and to make recommendation to the Board of Selectmen; and to authorize the Board of Selectmen to petition the General Court for the passage of any special legislation to accomplish the foregoing and to take any other action related thereto.

**The vote was conceded as failed by the petitioner.**

A third amendment was moved and seconded that the Selectmen be authorized to sign the lease after the Town has accepted the gift from the Friends of the Andover Senior Center, Inc, in an amount sufficient to cover all costs associated with renovating and adding to Williams Hall, and construction of on site parking and the funds have been deposited in a segregate account under the control of the Town Treasurer.

**The third amendment was defeated by a Majority vote**

**The original article amended by the first amendment was approved by a Majority vote**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval



ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

**ARTICLE 19.** To see if the Town will vote to appropriate the sum of \$2,517,000 for architectural and engineering services and related costs for constructing, furnishing and equipping a new elementary school and new middle school including outside work and other costs incidental and related thereto; for engineering and design services to prepare plans for the construction or reconstruction of roads and sidewalks in the area of the proposed schools including costs incidental and related, for engineering, design and appraisal services to prepare plans for the construction of a sanitary sewer line from the end of the existing trunk sewer to the proposed new school site at Cross Street at High Plain Road and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Section 7 (21) and (22) of the Massachusetts General Laws, or any other enabling authority, or to issue bonds or notes of the Town thereto or take any other action related thereto.

On request of the School Committee

Upon motion made and duly seconded it was moved that Article 19 be approved as printed in the Warrant in the amount of \$2,517,000 from borrowing.

It was moved and seconded to amend Article 19 by inserting after the words in the last sentence "issue bonds or notes of the Town thereto;" the following words: " and to authorize the Board of Selectmen to petition the General Court for passage of special legislation, if necessary, to allow an easement for sewer installation on Town-owned conservation land;"

**The amendment was approved by a Majority vote.**

**Article 19 was approved as amended.**

**VOTE:                      YES: 1060                      NO: 117                      A 2/3 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
School Committee Report: Approval  
Planning Board Report: Approval

**ARTICLE 20.** To see if the Town will vote to appropriate the sum of \$250,000 for engineering, design and appraisal services, or any other costs incidental or related thereto, to prepare plans for the construction of sanitary sewer lines in the following streets: Launching Road (portion from River Road to house #15), Mercury Circle, Apollo Circle, Gemini Circle, Forest Hills Drive, Aspen Circle, Bittersweet Lane, Wintergreen Circle, Deerbury Circle, Brierwood Circle, Sandalwood Lane, Pepperidge Circle, Alpine Drive, Sugarbush Lane, Brady Loop and Monahan Lane; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town thereof, or take any other action related thereto.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and duly seconded it was moved that the Town appropriate the sum of \$250,000 for engineering, design and appraisal services, or any other costs incidental or related thereto, to prepare plans for the construction of sanitary sewer lines in the following streets: Launching Road (portion from River Road to house #15), Mercury Circle, Apollo Circle, Gemini Circle, Forest Hills Drive, Aspen Circle, Bittersweet Lane, Wintergreen Circle, Deerbury Circle, Brierwood Circle, Sandalwood Lane, Pepperidge Circle, Alpine Drive, Sugarbush Lane, Brady Loop and Monahan Lane; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town thereof, or take any other action related thereto.

It was moved and seconded to amend Article 20 by deleting the words "(portion from River Road to house #15) and to include Cross Street and Mulberry Circle."  
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**The amendment was approved by a Majority vote.**



**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

A second amendment was moved and seconded to insert after "Monahan Lane", ; and, further, that the appraisal also evaluate the potential for, or difficulties posed by, further sewer line development in the entire region known as West Andover [North of Route 495 and West of Route 93]

**The second amendment was DEFEATED by a Majority vote.**

**A motion was made for a secret ballot. The motion was not seconded.**

**The original motion as amended was approved.**

**VOTE:                      YES: 548                      NO: 77                      A 2/3 Vote Required**

Finance Committee Report: Approval  
School Committee Report: Approval  
Planning Board Report: Approval  
Health Department: Approval

**Upon motion made and duly seconded, it was voted to adjourn at 10:45 P.M., until Tuesday, April 27, 1999 at 7:00 P. M. at the Field House, Andover High School, Shawsheen Road.**

**ADJOURNED ANNUAL TOWN MEETING - APRIL 27, 1999**

The check lists were used at the entrance and showed 1222 voters were admitted to the meeting.

The meeting was called to order by James Doherty, Moderator, at 7:00 P.M.

By unanimous consent it was voted to admit fifteen (15 ) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

**ARTICLE 21.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E1/2 for the purpose of establishing a Community Development and Planning revolving account for advertising of legal hearings and notice expenses associated with permit applications for the Building, Planning, Conservation and Health Divisions of said Department for Fiscal Year 2000, such expenses to be funded by fees collected from applicants and to authorize the Town Manager to make expenditures in an amount not to exceed \$25,000 in Fiscal Year 2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Dept. of Comm. Dev. & Planning

Upon motion made and duly seconded Article 21 was approved as printed in the Warrant not to exceed \$25,000 by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 22.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E1/2 for the purpose of establishing a Community Development and Planning, Health Division, revolving account for soil testing, field inspection and related State Environmental Code, Title V expenses, such expenses to be funded by revenues collected from Title V upgrade permit fees for the Fiscal Year 2000 and to authorize the Town Manager to make expenditures in an amount not to exceed \$20,000 for Fiscal Year 2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Dept. of Comm. Dev. & Planning

Upon motion made and duly seconded Article 22 was approved as printed in the Warrant not to exceed \$20,000 by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

**ARTICLE 23.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Community Development and Planning, Health Division, revolving Chapter 44, Section 53E1/2 for the purpose of establishing a account for clinic supplies and related program activities expenses, for Fiscal Year 2000, such expenses to be funded by revenues collected from clinic participant fees and to authorize the Town Manager to make expenditures in an amount not to exceed \$5,000 for Fiscal Year 2000 or take any other action relative thereto.

On request of the Town Manager as recommended by the Dept. of Comm. Dev. & Planning

Upon motion made and duly seconded Article 23 was approved as printed in the Warrant not to exceed \$5,000 by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 24.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ for the purpose of establishing a Community Services revolving account for ticket sales, related trip expenses, new special events and activities for Fiscal Year 2000; such expenses to be funded by revenues collected from these activities, and to authorize the Town Manager to make expenditures in an amount not to exceed \$200,000 for FY-2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Community Services Coordinator

Upon motion made and duly seconded Article 24 was approved as printed in the Warrant not to exceed \$200,000 by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 25.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ for the purpose of establishing a Youth Services revolving account for program activities for Fiscal Year 2000, such expenses to be funded by revenues collected from these activities, and to authorize the Town Manager to make expenditures in an amount not to exceed \$50,000 for FY-2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Youth Services Coordinator

Upon motion made and duly seconded Article 25 was approved as printed in the Warrant not to exceed \$50,000 by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 26.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ for the purpose of establishing a Department of Plant and Facilities revolving account for field maintenance and related expenses for Fiscal Year 2000, such expenses to be funded by revenues collected by field rentals, and to authorize the Town Manager to make expenditures in an amount not to exceed \$30,000 for FY-2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Plant & Facilities Director

Upon motion made and duly seconded Article 26 was approved as printed in the Warrant not to exceed \$30,000 by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

**ARTICLE 27.** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ for the purpose of establishing an Elder Services revolving account for expenses related to Senior activities and programs of said department for Fiscal Year 2000; such expenses to be funded by fees collected from participants, and to authorize the Town Manager to make expenditures in an amount not to exceed \$200,000 for Fiscal Year 2000 or take any other action related thereto.

On request of the Town Manager as recommended by the Elder Services Director

Upon motion made and duly seconded Article 27 was approved as printed in the Warrant not to exceed \$100,000 by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 28.** To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen or the School Committee, as appropriate, or take any other action related thereto.

On request of the Town Manager and the Superintendent of Schools

Upon motion made and duly seconded Article 28 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
School Committee Report: Approval

**ARTICLE 29.** To see if the Town will vote to authorize the Board of Selectmen and the School Committee to accept grants of easements for water drainage, sewage disposal and utility purposes on terms and conditions the Board and the Committee deem in the best interests of the Town or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 29 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
School Committee Report: Approval

**ARTICLE 30.** To see if the Town will vote to authorize the Board of Selectmen and the School Committee to grant easements for water drainage, sewage disposal and utility purposes on terms and conditions the Board and the Committee deem in the best interests of the Town or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 30 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
School Committee Report: Approval

**ARTICLE 31.** To see if the Town will vote to raise by taxation and/or transfer from available funds, the sum of \$50,000 for the purpose of providing senior citizens and disabled homeowners with a real estate tax payment voucher program as formulated by the Council on Aging and approved by the Town Manager or take any other action related thereto.



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On request of the Town Manager as recommended by the Elder Services Director

Upon motion made and duly seconded Article 31 was approved as printed in the Warrant in the amount of \$50,000 from available funds by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 32.** To see if the Town will vote to raise by taxation a sum not to exceed \$25,000 and appropriate for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

On request of the Town Manager as recommended

Upon motion made and duly seconded Article 32 was approved as printed in the Warrant in the amount of \$25,000 from taxation by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 33.** To see if the Town will vote to raise by taxation or by transfer from available funds and appropriate a sum not to exceed \$ 20,000 for the Centennial Celebration Fund as authorized by Chapter 59 of the Acts of 1998 or take any other action related thereto.

On request of the Town Manager as recommended

Upon motion made and duly seconded Article 33 was approved as printed in the Warrant in the amount of \$20,000 from available funds by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**ARTICLE 34.** To see if the Town will vote to amend the vote taken on Article 47 of the 1996 Annual Town Meeting to read as follows: "Moved that the sum of \$189,000 be hereby appropriated for the development of improvements at Upper and Lower Shawsheen Fields, including outdoor lighting for the Lower Shawsheen Fields on poles not to exceed 65 feet in height; reconstructing the track; paving Upper Shawsheen with barrier; water for ice skating; play structures and picnic tables and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$189,000 under and pursuant to Chapter 44, Section 7(25) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor" or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was moved that the Town vote to amend the vote taken on Article 47 of the 1996 Annual Town Meeting to read as follows: "Moved that the sum of \$189,000 be hereby appropriated for the development of improvements at Upper and Lower Shawsheen Fields, including outdoor lighting for the Lower Shawsheen Fields on poles not to exceed 65 feet in height; reconstructing the track; paving Upper Shawsheen with barrier; water for ice skating; play structures and picnic tables and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$189,000 under and pursuant to Chapter 44, Section 7(25) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor" or take any other action related thereto.

The question was moved for a vote. The moderator asked for a show of hands of those that favored a call of the question. The Moderator declared that the motion approved by a Majority vote.

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**Article 34 was DEFEATED**

**VOTE:**           Vote declared less than 2/3   Vote by Moderator                   A 2/3 Vote Required

Finance Committee Report: No position  
Board of Selectmen Report: Approval

**ARTICLE 35.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain the property at 11-13 Buxton Court, shown on Assessors Map 38, Lot 20, together with the improvements thereon for municipal purposes, and to raise by taxation, borrowing or transfer from available funds or any combination of the foregoing and appropriate the sum not to exceed \$250,000 for said acquisition and demolition or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was moved that the Town vote to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain the property at 11-13 Buxton Court, shown on Assessors Map 38, Lot 20, together with the improvements thereon for municipal purposes, and to appropriate the sum of \$250,000 for said acquisition and demolition; and that to meet this appropriation, the treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, clause 3 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the town thereof.

**Article 35 was DEFEATED**

**VOTE:**           Vote declared less than 2/3   Vote by Moderator                   A 2/3 Vote Required

Finance Committee Report: Disapproval  
Board of Selectmen Report: Approval  
Planning Board Report:       Approved

**ARTICLE 36.** To see if the Town will vote to appropriate from available funds the sum of \$7,500 for the 1999 Independence Day fireworks celebration or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 36 was approved as printed in the Warrant in the amount of \$7,500 from available funds by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 37.** To see if the Town will vote to transfer from available funds a sum not to exceed \$10,000 to the Police Department's Off-Duty Detail Revolving Account for the purpose of eliminating uncollectible debts resulting from unpaid off-duty details or take any other action related thereto.

On request of the Town Manager as recommended by the Chief of Police

Upon motion made and duly seconded Article 37 was approved as printed in the Warrant in the amount of \$10,000 from available funds by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 38.** To see if the Town will vote to transfer the following tax title properties to the control and custody of the Conservation Commission, under the provisions of Massachusetts General Laws, Chapter 40, Section 8C: 1 Lincoln Street, consisting of approximately 4.310 acres (Map 71, Lot 73); 3 Dufton Road, consisting of approximately 7,380 square feet (Map 19, Lot 118);

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and 46 Tucker Road, consisting of approximately 8 acres (Map 9, Lot 4A), or take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded Article 38 was approved as printed in the Warrant.

**VOTE:            Declared more than 2/3 vote by Moderator                            A 2/3 Vote Required**

Board of Selectmen Report:    Approval  
Planning Board Report:        Approval  
Conservation Board Report:    Approval

**ARTICLE 39.** To see if the Town will vote to raise by taxation and appropriate a sum not to exceed \$4,000 for the first year's operation, and to require that, henceforth, all regular and special meetings of the Board of Selectmen of the Town of Andover, including executive sessions, shall be recorded officially in their entirety by means of a tape recorder or by other means of sonic reproduction, from the resulting recordings of which transcripts shall be made, such recordings and transcripts to be preserved in perpetuity, and copies of both the recordings and the transcripts shall be made available to the public as soon as possible, at no greater than actual cost.

On petition of John Doyle and others

Upon motion made and duly Article 39 was moved as printed in the Warrant not to exceed \$4,000 for the first year's operation by a Majority vote.

**A motion was made and seconded to amend Article 39 by excluding executive sessions.**

**The amendment lost by a Majority vote.**

**The original motion passed by a Majority vote.**

Finance Committee Report:    Disapproval  
Board of Selectmen Report:    Disapproval

**ARTICLE 40.** To see if the Town will vote to raise by taxation and appropriate a sum not to exceed \$4,000 for the first year's operation, and to require that, henceforth, all meetings of the Finance Committee of the Town of Andover, including executive sessions, shall be recorded officially in their entirety by means of a tape recorder or by other means of sonic reproduction, from the resulting recordings of which transcripts shall be made, such recordings and transcripts to be preserved in perpetuity, and copies of both the recordings and the transcripts shall be made available to the public as soon as possible, at no greater than actual cost.

On petition of John Doyle and others

Upon motion made and duly seconded Article 40 was approved as printed in the Warrant not to exceed \$4,000 for the first year's operation by a Majority vote.

Finance Committee Report:    Disapproval  
Board of Selectmen Report:    Disapproval

**ARTICLE 41.** To see if the Town will vote to appropriate the sum of \$22,500,000 for the purpose of constructing a sanitary sewerage system and other ancillary facilities for the South Main Street and Ballardvale Road Areas as shown on the 1979 Wastewater Facilities Plan and including public ways in adjacent areas of Fosters Pond and Woburn Street, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum and issue bonds or notes under Massachusetts General Laws Chapter 44, Section 7 and/or Chapter 29C; such bonds or notes shall be general obligations of the Town, unless the Treasurer, with the approval of the Selectmen, determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Massachusetts General Laws, Chapter 29C; that the Treasurer, with the



**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

approval of the Selectmen, be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust (Trust) established pursuant to Massachusetts General Laws Chapter 29C and in conjunction therewith to enter into a loan agreement and/or security agreement with the Trust and the Department of Environmental Protection (DEP) with respect to such loan and for any federal or state aid available for the project or for the financing thereto; that the Selectmen be authorized to enter into a project regulatory agreement with the DEP, to expend all funds available for the project, to acquire the necessary easements by gift, by purchase, by eminent domain or otherwise, and to take any other action related thereto. Betterments are to be assessed in accordance with applicable law.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and duly seconded Article 41 was moved as printed in the Warrant in the amount of \$22,500,000 from borrowing.

A motion was made and seconded to amend Article 41 by adding the words “Specifically, all property owner betterment values will be assessed an equal portion of the total cost burden for the sewer project. (everyone pays the same).

**The amendment lost by a Majority vote.**

**A motion was made and seconded to move the question. The motion was approved by a Majority vote.**

**VOTE: Declared more than 2/3 Vote by Moderator**

**The original motion was approved.**

**VOTE: YES: 826 NO: 163 A 2/3 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Conservation Board Report: No position

**ARTICLE 42.** To see if the Town will vote to appropriate the sum of \$4,300,000 for the purpose of constructing a sanitary sewerage systems and other ancillary facilities for the Rogers Brook Area as shown on the 1979 Wastewater Facilities Plan, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum and issue bonds or notes under Massachusetts General Laws Chapter 44, Section 7 and/or Chapter 29C; such bonds or notes shall be general obligations of the Town, unless the Treasurer, with the approval of the Selectmen, determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Massachusetts General Laws Chapter 29C; that the Treasurer, with the approval of the Selectmen, be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust (Trust) established pursuant to Massachusetts General Laws Chapter 29C and in conjunction therewith to enter into a loan agreement and/or security agreement with the Trust and the Department of Environmental Protection (DEP) with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Selectmen be authorized to enter into a project regulatory agreement with the DEP, to expend all funds available for the project, to acquire the necessary easements by gift, by purchase, by eminent domain or otherwise, and to take any other action related thereto. Betterments are to be assessed in accordance with applicable law.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and duly seconded Article 42 was approved as printed in the Warrant in the amount of \$4,300,000 from borrowing.

**VOTE: YES: 771 NO: 57<sup>-139-</sup> A 2/3 Vote Required**

**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Conservation Board Report: No position  
Board of Health Report: Approval

**ARTICLE 43.** To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing or any combination of the foregoing, and appropriate a sum approximately \$225,000 for the cost of constructing a sanitary sewer in Beacon Street, from the West Elementary School to Number 52, 48, 44, 40 and 36 Beacon Street and to authorize the Town to acquire the necessary easements by gift, by purchase or by seizure by right of eminent domain. Betterments are to be assessed.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and seconded it was moved that the Town vote to raise by borrowing and appropriate the sum of \$225,000 for the cost of constructing a sanitary sewer in Beacon Street, from the West Elementary School to Number 52, 48, 44, 40 and 36 Beacon Street and to authorize the Town to acquire the necessary easements by gift, by purchase or by seizure by right of eminent domain; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, clause 1 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the town thereof. Betterments are to be assessed in accordance with applicable law.

**VOTE:            Declared more than 2/3 Vote by Moderator                            A 2/3 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Board of Health Report: Approval

**ARTICLE 44.** To see if the Town will vote to appropriate the sum of \$2,200,000 for the purpose of closing out the Town landfill on Ledge Road including making any improvements to the area and any other costs incidental and related and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 8, clause (24) of the Massachusetts General Laws, or any other enabling authority, to issue bonds or notes of the Town thereof and to apply for any state or federal money that may be available, or take any other action related thereto.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and duly seconded Article 44 was approved as printed in the Warrant in the amount of \$2,200,000 from borrowing.

**VOTE:            Declared more than 2/3 Vote by Moderator                            A 2/3 Vote Required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Board of Health Report: Approval  
Conservation Board Report: Approval

Upon motion made and duly seconded, it was voted to adjourn at 10:20 P.M., until Monday, May 10, 1999 at 7:00 P. M. at the Collins Center, Andover High School, Shawsheen Road.

**ADJOURNED ANNUAL TOWN MEETING - May 10, 1999**

The check lists were used at the entrance and showed 622 voters were admitted to the meeting.

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The meeting was called to order by James Doherty, Moderator, at 7:04 P.M.

**ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11**

By unanimous consent it was voted to admit twenty-three (23 ) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

**ARTICLE 45.** To see if the Town will vote to appropriate the sum of \$1,000,000 for the purpose of remodeling, reconstructing or making extraordinary repairs to public buildings, including the payment of all costs incidental and related, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Section 7, clause (3A) of the Massachusetts General Laws, or any other enabling authority, or to issue bonds or notes of the Town thereto or take any other action related thereto.

On request of the Town Manager as recommended by the Plant & Facilities Director

Upon motion made and duly seconded Article 45 was approved as printed in the Warrant in the amount of \$1,000,000 from borrowing.

**VOTE:**        **Declared more than a 2/3 Vote by Moderator        A 2/3 Vote Required**

Finance Committee Report:    Approval

Board of Selectmen Report:   Approval

School Committee Report:    Approval

**ARTICLE 46.** To see if the Town will vote to transfer from available funds and appropriate the sum of \$2,000,000 for the following purposes: (1) Geographic Information System - \$252,000; (2) Bridge repair and traffic signals - \$115,000; (3) Town capital projects - \$590,000; (4) School capital projects - \$713,000; (5) Public Safety vehicles and equipment - \$310,000 and (6) Community Skate Park - \$20,000 or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 46 was approved as printed in the Warrant in the amount of \$2,00,000 by the following motions:

**Motion 1.** I move that the Town appropriate the sum of \$252,000 from available funds for the Town's Geographic Information System (GIS).

**Approved by a Majority vote in the amount of \$252,000 from available funds.**

**Motion 2.** I move that the Town appropriate the sum of \$115,000 from available funds for bridge repair and traffic signals.

**Approved by a Majority vote in the amount of \$115,000 from available funds.**

**Motion 3.** I move that the Town appropriate the sum of \$590,000 from available funds for Town Capital Projects.

**Approved by a Majority vote in the amount of \$590,000 from available funds..**

**Motion 4.** I move that the Town appropriate the sum of \$713,000 from available funds for School Capital Projects.

**Approved by a Majority vote in the amount of \$713,000 from available funds.**

**Motion 5.** I move that the Town appropriate the sum of \$310,000 from available funds for Public Safety vehicles and equipment.

**Approved by a Majority vote in the amount of \$310,000 from available funds.**

**Motion 6.** I move that the Town appropriate the sum of \$20,000 from available funds for the Skate Park.

**Approved by a Majority vote in the amount of \$20,000 from available funds.**



ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
School Committee Report: Approval  
Planning Board Report: Approval

**ARTICLE 47.** To see if the Town will vote to appropriate the sum of \$50,000 from taxation, transfer from available funds or any combination of the foregoing to acquire or construct communication towers, buildings and related facilities on Holt Hill and Wood Hill and to authorize the Town to enter into leases, agreements or licenses with third parties to allow third parties to use such towers, buildings and facilities with all of the foregoing on terms and conditions the Board of Selectmen deem to be in the best interest of the Town or take any other action related thereto.

On request of the Town Manager as recommended by the Chief of Police and Fire Chief

Upon motion made and duly seconded Article 47 was approved as printed in the Warrant in the amount of \$50,000 from available funds.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 48.** To see if the Town will vote to raise by taxation and/or by transfer from available funds and appropriate a sum not to exceed \$400,000 to the Accumulated Employee Benefit Account for funding accrued employee vacation and sick leave liabilities payable upon retirement or take any other action related thereto.

On request of the Town Manager as recommended by the Town Accountant

Upon motion made and duly seconded Article 48 was approved as printed in the Warrant in the amount of \$300,000 from available funds.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 49.** To see if the Town will vote to amend the Andover Zoning By-law in Section III, District Boundaries (and make the appropriate changes to the Zoning Map of Andover, MA) to rezone to Industrial D District (ID) from Single Residence C (SRC) those certain parcels of land situated 500 feet westerly of the westerly sideline of Haggetts Pond Road, being more particularly shown as Lot "A" on a plan of land entitled "Plan of Land in Andover, MA prepared for Metropolitan Life Insurance Company, Scale 1" = 150' May 21, 1991 prepared by Dana F. Perkins and Assoc., Inc." (A copy of which is on file with the Office of the Town Clerk) but excluding so much of said Lot "A" as lies within 500 feet westerly of the westerly sideline of Haggetts Pond Road; said parcels of land being shown as Lots 1 and 6 on Town of Andover Assessor's Map 219; Lot 12, Assessor's Map 220; Lot 2A, Assessor's Map 221; and Lot 2 on Assessor's Map 227, but excluding so much of said land as lies within 500 feet westerly of the westerly sideline of Haggetts Pond Road

On petition of Richard G. Asoian and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 49 by a Majority vote.

**ARTICLE 50.** To see if the Town will vote to amend the Zoning By-law as follows:

1. Section VIII.C.a.(3) of the Zoning By-Law by deleting the words "Removal or Regrading incidental to subdivision development, under S. VI, Subsection E, Paragraphs 1.2a, b and c of this bylaw;" and replacing therewith the words "Earth Movement, under VI.E.1.1a., b. and c. of this bylaw;"

2. Section VIII.C.a. of the Zoning By-Law by adding the following subsections:

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“(7) Planned development - multifamily dwelling or mixed use, under Section VI.O.3. of this bylaw;

(8) Elderly housing, under Section VI.V., of this bylaw.”

or take any other action related thereto.

On request of the Town Manager as recommended by the Planning Division

Upon motion made and duly seconded Article 50 was approved as printed in the Warrant.

**VOTE:**        **Declared less than a 2/3 vote by Moderator**                      **A 2/3 Required**

**Motion DEFEATED**

Board of Selectmen Report:    Approval

Planning Board Report:        Approval

**ARTICLE 51.** To see if the Town will vote to require the Board of Selectmen to insert in the Town Meeting Warrant all privately petitioned subjects received in the Town Clerk’s office prior to the Selectmen’s signing of the Warrant.

On petition of Margaret R. Cronin and others

Upon motion made and duly seconded Article 51 was DEFEATED by a Majority vote.

Finance Committee Report:    Disapproval

Board of Selectmen Report:    Disapproval

**ARTICLE 52.** To see if the Town will vote to abolish fees for copies of public documents unless the fees have been specifically determined by State statute.

On petition of Margaret R. Cronin and others

Upon motion made and duly seconded Article 52 was moved as printed in the Warrant.

Article 52 was **DEFEATED** by a Majority vote.

Finance Committee Report:    Disapproval

Board of Selectmen Report:    Disapproval

Planning Board Report:        Disapproval

**ARTICLE 53.** To see if the Town will vote to require that, henceforth, the Selectmen shall provide each voter of the Town of Andover with an official copy of the Warrant for any annual or special Town Meeting, to be used for the conduct of the business of such Town Meeting, and stating the time and place of holding the meeting and the subjects to be acted upon thereat, in compliance with Massachusetts General Laws, Chapter 39, Section 10; such document to be devoid of editorial comment, recommendations and statements of approval or disapproval of any kind.

On petition of John Doyle and others

Upon motion made and duly seconded Article 53 was moved as printed in the Warrant.

Article 53 was **DEFEATED** by a Majority vote

Finance Committee Report:    Disapproval

Board of Selectmen Report:    Disapproval

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**ARTICLE 54.** To see if the Town will vote to amend Section V.A., Table of Dimensional Requirements of the Zoning By-law by increasing the minimum side and front yard setback by five feet as follows:

<u>District</u>	<u>Minimum Yard Depth</u>	
	<u>Front</u> (feet)	<u>Side</u> (feet)
Single Residence A	change 30 to 35	change 15 to 20

The minimum yard depth of 15 feet shall continue to apply to dwelling units which are exempt by virtue of the provisions of M.G.L. Chapter 40A, Section 6. This by-law shall not be required for work which is performed in connection with the ordinary maintenance or improvement of a single family house lawfully in existence or for which a building permit had been issued on or before January 1, 1999, including, but not limited to, building additions and conversion of lawn to accessory uses such as decks, sheds, patios and pools.

or take any other action thereto.

On petition of Abigail L. O'Hara and others

Upon motion made and duly seconded Article 54 was approved as printed in the Warrant.

**VOTE:        Declared more than a 2/3 vote by the Moderator        A 2/3 Vote Required**

Board of Selectmen Report:    Approval  
Planning Board Report:        Disapproval

**ARTICLE 55.** (1) To see if the Town will vote to amend the Zoning Bylaw, Article VIII, Section VI.D. by deleting the section in its entirety and replacing with the following:

“VI.D. Open Space Residential Development

1. Purpose: The purpose of this section is to encourage the preservation of open land for its scenic beauty and to enhance open space and recreational use; to protect the natural environment; to protect the value of real property; to promote more sensitive siting of buildings and better overall site planning; to preserve the natural landscape and environment of the Town; to provide critical connections to protected open space areas and neighborhoods; to facilitate the construction and maintenance of streets, utilities and public services in a more economic and efficient manner; and to promote alternative modes of transportation and create a greater sense of community.
2. Applicability: The Planning Board may grant a special permit for the construction and occupancy of an open space residential development on a tract of land in the Single Residence B, Single Residence C and Limited Service Districts subject to the provisions of this Section of the bylaw.
3. Design Requirements:
  - a. Lot size: No lot within the development shall be less than 2/3 of the required lot size for the zoning district in which the development is located.
  - b. Density: The total number of lots allowed shall be equivalent to the number of lots into which the parcel could be divided under normally applicable zoning and subdivision regulations.
  - c. Lot frontage: The minimum frontage of any lot shall not be less than one hundred (100) feet measured at the street line. Only lots fronting on a subdivision street in an open space residential development may have reduced lot area or frontage as allowed in this section.



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- d. Lot width: No lot may be less than one hundred (100) feet in width between side lot lines as measured along lines which are at ninety (90) degree angles to the side lot lines.
  - e. Open space: A minimum of 30% of the land area within the open space residential development shall be common open space as defined in subsection VI.D.5 below.
  - f. Yard depth: In consideration of a special permit for an open space residential development under Section VI.D of this bylaw, the Planning Board may approve a reduction in the minimum side yard depth to 20 feet.
  - g. Documentation: All lots to be developed under the provisions of this section shall be shown on a recorded plan stating that this section applies. A notation shall be placed on the plan indicating that no additional building lots are to be created through future land division of such developed lots.
4. Application requirements:
- a. At the time of submission of a preliminary or definitive open space residential subdivision plan the applicant shall submit a sketch plan of a conventional subdivision layout (non-open space residential development) at a scale of one inch equals 40 feet or one inch equals 100 feet. The sketch plan shall at a minimum contain the information required for a preliminary subdivision plan.
  - b. The plans shall be accompanied by a written statement of the reason or reasons why the Board should give favorable attention to an application for an open space residential development.
5. Open space:
- a. All land not designated for roads, lots for dwellings or other development within the development shall be held for common open space. Common open space shall be preserved for recreation or conservation use and shall comprise not less than 30% of the land within the open space residential development. Such open land shall either be conveyed to the Town of Andover and accepted by it for recreation or open space use or be conveyed to a nonprofit organization, the principal purpose of which is the conservation of open space, or be conveyed to a corporation or trust owned or to be owned by the owners of lots or residential units within the plan, articles of corporation or trust to be legally drawn up and available for review by Planning Board prior to final approval of the plan. If such a corporation or trust is utilized, ownership thereof shall pass with conveyances of the lots or residential units. In any case where such land is not conveyed to the town, a restriction enforceable by the Town of Andover shall be recorded providing that such land shall be kept in an open or natural state and not be built upon or developed for accessory uses such as parking or roadway. All such open space shall be restricted by deed from all future building.
  - b. The Board may require the provision or reservation of pedestrian/bicycle access ways of suitable width and in locations suitable for pedestrian/bicycle movement of different types connecting open space areas within the open space residential development or to other adjacent open spaces and neighborhoods.
  - c. Before final approval of the special permit by the Planning Board, the developer shall state which of the three conveyance options in subsection a above is being proposed, and such disposition, if approved by the Board, shall be recorded as a restriction on the development plan.
  - d. Prior to issuance of a Clearance Certificate for the development of any lot shown on an open space residential development plan the required open space area shall be conveyed to the approved recipient, however, prior to such conveyance all taxes for the open space area shall have been paid through the full tax-year of such conveyance, and all property bounds for the open space area shall have been installed.

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- e. Areas deemed by the Board to be inappropriate for the uses of recreation, protection of significant natural features or buffering due to size, shape or location, may not be included in the minimum required open space area.
- 6. Decision: The Planning Board may approve a special permit for an open space residential development in accordance with the provisions of Section VIII.C. of the Zoning By-Law, and upon a finding that such open space residential development fulfills the objectives set forth in subsection 1 above. In its consideration of a special permit for an open space residential development plan the Board shall give particular attention to, and may use as a basis for its decision, the following criteria:
  - a. The arrangement of lots, streets and buildings as they may promote the harmonious integration of the proposed development with existing surrounding properties;
  - b. Originality in the overall layout and design to achieve the best possible relationship between the proposed development and the land;
  - c. Usability of open spaces for active or passive recreation, determined by size, shape, topography, location, and proximity to nearby recreation or conservation areas;
  - d. Inclusion within open spaces of irreplaceable natural features such as streams, mature trees or clusters of trees, rock outcrops, eskers, bluffs, slopes and historic or archaeological features;
  - e. Accessibility of open spaces to the handicapped, elderly and children;
  - f. Suitability of open spaces for scenic values and improvement or preservation of views.”

(2) Amend Section V., first paragraph by replacing the words “Cluster development” with the words “Open space residential development”.

(3) Amend Section V.A. by deleting the last sentence after \*\*\*\* and replacing with the following:

“The minimum yard depth requirement for an open space residential development under Section VI.D.3.e of this bylaw may be reduced by the Planning Board to 20 feet.”

(4) Amend Section IV.B.1A. by substituting the words “Cluster development” with the words “Open space residential development”.

(5) Amend the Zoning Bylaw, Article VIII, Section VIII.C.2.a.(2) by replacing the words “Cluster development” with the words “Open space residential development”,

or take any action related hereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded Article 55 was moved as printed in the Warrant.

A motion was made and seconded to amend Article 55 by changing item #3 of the article and replacing “section VI.D.3.e” with the words “Section VI.D.3. f”.

The amendment was approved by a Majority vote.

**VOTE: Declared DEFEATED by more than a 2/3 vote by Moderator      A 2/3 vote required**

Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Conservation Board Report: Approval

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**ARTICLE 56.** To see if the Town will vote to amend the Zoning By-law as follows:

Amend Article VIII, Table of Use Regulations, § IV, Subsection B by adding the following:

	Residence				Business				Industrial			
	SRA	SRB	SRC	APT	LS	OP	GB	MU	IG	IA	ID	
54. Storage in the open of secondhand, junk or scrap material, which shall mean storage of any worn-out, cast-off, or discarded material, ready for destruction or collected for salvage or conversion for some use or for sale.	N	N	N	N	N	N	N	N	N	N	N	

or take any other action related thereto.

On request of the Town Manager at the recommendation of the Inspector of Buildings

Upon motion made and duly seconded Article 56 was approved as printed in the Warrant.

**VOTE: Declared more than a 2/3 Vote by Moderator A 2/3 Vote Required**

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 57.** To see if the Town will vote to amend Section II.14. of the Zoning By-Law (definition of Way) by substituting therein the word “mean” for the word “include” or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded Article 57 was approved as printed in the Warrant.

**VOTE: Declared more than a 2/3 vote by Moderator A 2/3 Vote Required**

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 58.** To see if the Town will vote to amend Section IV.A. of the Zoning By-Law (Permitted uses) by adding the word “specifically” as the next to last word in the sentence or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded Article 58 was approved as printed in the Warrant.

**VOTE: Declared more than a 2/3 vote by Moderator A 2/3 vote Required**

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 59.** To see if the Town will vote to add the following definition as number 43. to Section II of the Zoning By-Law:

“43. DRIVEWAY - An accessory use on a lot, privately owned and intended for the passage of motor vehicles.” or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division



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Upon motion made and duly seconded Article 59 was approved as printed in the Warrant.

**VOTE: Declared more than a 2/3 vote by the Moderator** **A 2/3 Vote Required**

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 60.** To see if the Town will vote to add a new subsection 13. to section V.B. of the Zoning By-Law (Exceptions and special requirements): “13. Except as otherwise provided for in this by-law common driveways, shared driveways, or driveway easements on adjacent lots are prohibited. Except as otherwise provided for in this by-law each lot intended for building purposes shall provide a driveway situated entirely within the frontage and lot area of the lot.” or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and seconded Article 60 was moved as printed in the Warrant.

**VOTE: Declared less than a 2/3 vote by the Moderator** **A 2/3 Vote Required**

**Motion DEFEATED**

Board of Selectmen Report: Approval

Planning Board Report: Approval

Conservation Board Report: Disapproval

**ARTICLE 61.** To see if the Town will vote to amend Section IV.B.4. of the Zoning By-Law by striking the words “voted at town meeting” therefrom or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded it was VOTED to Withdraw Article 61 by a Majority vote.

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 62.** To see if the Town will vote to add a new subsection 14, to Section V.B. of the Zoning By-Law (Exceptions and special requirements): “Light poles for the support of lighting fixtures on public or private outdoor recreational fields or courts shall not be any greater in height than thirty five (35) feet in any zoning district unless otherwise allowed by special permit from the Board of Appeals subject to the requirements of Section VI.X. of this by-law.” or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded it was VOTED to Withdraw Article 62 by a Majority vote.

Board of Selectmen Report: Approval

Planning Board Report: Approval

**ARTICLE 63.** To see if the Town will vote to add a new subsection VI.X. to the Zoning By-Law as follows:

“VI.X. Light Poles - Design and Location Standards

Purpose: The purpose of this by-law is to protect properties and neighborhoods adjacent to public or private outdoor recreational fields and courts from undue intrusion of lighting associated with those uses through reasonable design and location standards.

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A. Light Poles on Outdoor Recreational Fields or Courts: A Special Permit shall be required for the installation of light poles which exceed thirty five (35) feet on public or private outdoor recreational fields or courts. Such light poles shall meet the following standards:

1. The light pole shall be of monopole type of either wood or metal affixed to a base or installed in the ground sufficient to safely stand without the use of anchor guys or other supports;
2. The light pole shall be of sufficient height to properly illuminate the recreational field or court but may not exceed a height of seventy (70) feet;
3. The light pole shall be of such construction that it can safely hold the light fixtures which are to be attached to it;
4. Wherever and whenever possible all electric wires and cables serving the light poles shall be installed underground;
5. Light poles shall be installed as close to the playing area or surface of the field or court as practical; and the location of light poles shall be determined by the Special Permit Granting Authority with respect to setbacks from property lines and adjacent land uses which may be affected;
6. Only the minimum number of light poles and light fixtures needed to properly illuminate the playing area or surface of a field or court will be allowed;
7. All light fixtures affixed to light poles shall be directed at the playing area or surface of a field or court and shall be appropriately shielded if necessary to prevent spillover or glare into or onto adjacent properties;
8. Unless otherwise allowed by a modification of the special permit no additional light fixtures may be affixed to any light pole, nor may any light fixture be redirected from its original position;
9. Light poles subject to these regulations may not be used to illuminate parking areas or any other area not laid out or designated as the playing area or surface of a recreational field or court;
10. The special permit may set forth such times of the day or evening and days of the week that the light fixtures on the light poles may be lit or activated according to the particular use and location of the recreational field or court, and may require that mechanical timers be installed to regulate such times, and that such mechanical timers be secured to prevent unauthorized access;
11. The application for special permit shall be accompanied by a plan prepared by a professional with expertise in the field of lighting which shall depict thereon and at appropriate scale the site or property; the location and dimensions of the recreational field(s) or court(s); the locations and heights of all proposed light poles and the distance of each to the closest property line; the anticipated area of illumination and spillover zones; the number and type of light fixtures; the power source and cable routes; a chart showing specifications of the light poles and light fixtures, including mounting and installation details."

or take any action related thereto.

On request of the Town Manager at the recommendation of the Planning Division

Upon motion made and duly seconded it was VOTED to Withdraw Article 63 by a Majority vote.

**ARTICLE 64.** To see if the Town will vote to amend the Zoning By-law as follows:

- (1) Add to Section III.A.2 a new use:  
CGB - Downtown General Business

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(2) Delete section IV.B. 10 & 19 in their entirety and replace it with the following:

	Residence				Business					Industrial		
	SRA	SRB	SRC	APT	LS	OP	GB	CGB	MU	IG	IA	ID
10. Banking or financial establishments:												
a) consumer use located on the street level floor	N	N	N	N	BA	N	Y	Y	Y	BA	BA	BA
b) offices located on the street level floor	N	N	N	N	BA	N	Y	PB	Y	BA	BA	BA
c) offices located on any floor other than street level	N	N	N	N	BA	N	Y	Y	Y	BA	BA	BA
19. Business, professional or administrative offices:												
a) offices located on the street level floor	N	N	N	N	BA	BA	Y	PB	Y	Y	Y	Y
b) offices located on any floor other than street level	N	N	N	N	BA	BA	Y	Y	Y	Y	Y	Y

\*NOTE: All other use regulations in the GB District shall also apply to the CGB District.

(3) Add to Section VIII.C.2.a

(7) Allowance of banking, financial and commercial office in CGB first floor under Section IV.B.10 & 19.

(4) Remove GB designation from the downtown Main Street area of the Zoning Map of Andover, Massachusetts and add a new designation 'CGB' in its place. The remaining GB designations in the Shawsheen and Ballardvale districts are unaffected.

(5) Add to Section II Definitions, the following:

'Consumer use' within the context of Section IV.B.10 is defined to include only those areas within banking and financial establishments open to walk-in customers during the course of public business hours plus such additional area needed for ancillary uses such as teller space or vaults. It specifically excludes all office or meeting space to which the public has little or no access.

On petition of Denis Ryan and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 64 by a Majority vote.

**ARTICLE 65.** The Town of Andover will vote to accept and name as a public way Noel Road as shown on a Plan approved by the Andover Planning Board entitled "Hyatt Crossings" and recorded with Essex North District Registry of Deeds as Plan Number 12277 dated July 1993.

On petition of Hills Mor Construction Co., Inc. and others

**NOT LAID OUT**

**ARTICLE 66.** To see if the Town will vote to accept and name as a public way, Acorn Drive, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Subdivision Plan 'Fieldstone Meadows' Andover, Mass. Scale 1"=100' Date: January 15, 1991 Owner & Applicant Wyncrest Development Corp. 108 Dascomb Road, Andover, Mass. Surveyor Andover Consultants, Inc. 1 East River Place, Methuen, Mass.", which plan is recorded with Essex North District Registry of Deeds as Plan Number 12000.

On petition of Phillip F. Sullivan and others

**NOT LAID OUT -150-**



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**ARTICLE 67.** To see if the Town will vote to accept and name as a public way, Basswood Lane, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Subdivision Plan 'Fieldstone Meadows' Andover, Mass. Scale 1"=100' Date January 15, 1991 Owner & Applicant Wyncrest Development Corp. 108 Dascomb Road, Andover, Mass. Surveyor Andover Consultants, Inc. 1 East River Place, Methuen, Mass.", which plan is recorded with Essex North District Registry of Deeds as Plan Number 12000

On petition of Phillip F. Sullivan and others

**NOT LAID OUT**

**ARTICLE 68.** To see if the Town will vote to accept and name as a public way, Buttonwood Drive, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Subdivision Plan 'Fieldstone Meadows' Andover, Mass. Scale 1"=100' Date January 15, 1991 Owner & Applicant Wyncrest Development Corp. 108 Dascomb Road, Andover, Mass. Surveyor Andover Consultants, Inc. 1 East River Place, Methuen, Mass.", which plan is recorded with Essex North District Registry of Deeds as Plan Number 12000.

On petition of Phillip F. Sullivan and others

**NOT LAID OUT**

**ARTICLE 69.** To see if the Town will vote to accept and name as a public way, Hazelwood Circle, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Subdivision Plan 'Fieldstone Meadows' Andover, Mass. Scale 1"=100' Date January 15, 1991 Owner & Applicant Wyncrest Development Corp. 108 Dascomb Road, Andover, Mass. Surveyor Andover Consultants, Inc. 1 East River Place, Methuen, Mass.", which plan is recorded with Essex North District Registry of Deeds as Plan Number 12000.

On petition of Phillip F. Sullivan and others

**NOT LAID OUT**

**ARTICLE 70.** To see if the Town will vote to accept and name as a public way, Meadow View Lane, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Subdivision Plan 'Fieldstone Meadows' Andover, Mass. Scale 1"=100' Date January 15, 1991 Owner & Applicant Wyncrest Development Corp. 108 Dascomb Road, Andover, Mass. Surveyor Andover Consultants, Inc. 1 East River Place, Methuen, Mass.", which plan is recorded with Essex North District Registry of Deeds as Plan Number 12000.

On petition of Phillip F. Sullivan and others

**NOT LAID OUT**

**ARTICLE 71.** To see if the Town will vote to accept and name as a public way, Radcliffe Drive, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Plan of Belmont Park in Andover, Mass." dated June 8, 1973 and recorded with Essex North District Registry of Deeds as Plan Number 6985.

On petition of Phillip F. Sullivan and others

Upon motion made and duly seconded Article 71 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: Approval

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**ARTICLE 72.** To see if the Town will vote to accept and name as a public way, Yardley Road, as shown on a plan approved by the Andover Planning Board, as shown on a Plan entitled, "Definitive Plan of Belmont Park in Andover, Mass." dated June 8, 1973 and recorded with Essex North District Registry of Deeds as Plan Number 6985.

On petition of Phillip F. Sullivan and others

Upon motion made and duly seconded Article 72 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: Approval

**ARTICLE 73.** To see if the Town will vote to raise by taxation or by transfer from available funds or by a combination of the foregoing and appropriate up to \$2,500 for the preparation by the Andover Recycling Committee of a report on: 1) pay per bag collection of residential refuse; and 2) a survey of public opinion about such a policy, said report to be delivered by October 1, 1999.

On petition of Michael Frishman and others

Upon motion made and duly seconded it was moved to approve Article 73 as printed in the Warrant in the amount of \$2,500 from available funds.

**Article 73 was DEFEATED by a Majority vote.**

Finance Committee Report: Disapproval  
Board of Selectmen Report: Approval

Upon motion made and duly seconded, it was voted to adjourn at 10:00 P.M., until Tuesday, May 11, 1999 at 7:00 P. M. at the Collins Center, Andover High School, Shawsheen Road.

ADJOURNED ANNUAL TOWN MEETING - May 11, 1999

The check lists were used at the entrance and showed 498 voters were admitted to the meeting.

The meeting was called to order by James Doherty, Moderator, at 7:00 P.M.

By unanimous consent it was voted to admit twenty-one (21) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

**ARTICLE 74.** To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, in accordance with the provisions of Chapter 44, Section 7, Clauses 5 and 9 of the Massachusetts General Laws or any other enabling authority, or by any combination of the foregoing and appropriate a sum not to exceed \$800,000 for making streetscape improvements (including but not limited to the acquisition and installation of street lights, trees, benches, etc.) incidental and related to the Main Street/Route 28 reconstruction to be undertaken by the Town in accordance with the terms of a \$2.5 million Massachusetts Highway Department grant, and to authorize the Board of Selectmen to apply for and accept any other state or federal grants that may be available for this purpose or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 74 was moved as printed in the Warrant in the amount of \$304,000 by borrowing.

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**VOTE:** Declared more than a 2/3 Vote by Moderator

A 2/3 Vote Required

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval

**ARTICLE 75.** To see if the Town will vote to amend the General By-laws of the Town by adding the following:

Section 1: Purpose

The purpose of this bylaw is to protect the wetlands, related water resources, and adjoining land areas in the Town of Andover by controlling activities likely to have a significant or cumulative effect upon the important public values of those areas, which include, without limitation, the following: public or private water supply, groundwater supply, flood control, erosion and sedimentation control, storm damage prevention, protection of surrounding land and other homes or buildings, prevention of pollution of groundwater and surface water, fisheries, wildlife habitat, recreation, and the historic and natural scenic character of wetland resource areas, watercourses, lakes and ponds (collectively, the "values protected by this bylaw").

Section 2: Jurisdiction

Except as permitted by the Conservation Commission or as provided in Section 3 of this bylaw, no person shall remove, fill, dredge, build upon, degrade, or otherwise alter the following resource areas: any bank, freshwater wetland, marsh, wet meadow, bog, swamp, vernal pool, reservoir, lake, pond, creek, river or stream, or any land under said waters, or any land within 100 feet of any of the aforesaid resource areas, or any land subject to flooding or inundation by groundwater or surface water, or within 200 feet of any river (collectively, the "resource areas protected by this bylaw").

Section 3: Exceptions

The application and permit required by this bylaw shall not be required for maintaining, repairing or replacing, but not substantially changing or enlarging, an existing and lawfully located structure or facility used in the service of the public and used to provide electric, gas, water, sewer, telephone, telegraph and other telecommunication services, or the installation of new municipal utilities, provided that written notice has been given to the Commission prior to the commencement of the work, and provided that the work conforms to performance standards and design specifications in any regulations adopted by the Commission.

The application and permit required by this bylaw shall not be required for work performed for normal maintenance or improvement of land in agricultural use, provided that written notice has been given to the Commission prior to commencement of work, and provided that the work conforms to performance standards and design specifications in regulations adopted by the Commission.

The application and permit required by this bylaw shall not apply to emergency projects necessary for the protection of the health and safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, provided that advance notice, oral or written, has been given to the Commission prior to commencement of work or within 24 hours after commencement; provided that the Commission or its agent certifies the work as an emergency project; provided that the work is performed only for the time and place certified by the Commission for the limited purposes necessary to abate the emergency; and provided that within 21 days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided by this bylaw. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

The application and permit required by this bylaw shall not be required for work which is performed in connection with the ordinary maintenance or improvement of a single- or two-family



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house lawfully in existence or for which a building permit had been issued on or before January 1, 1999, including, but not limited to, building additions, septic system replacements and sewer connections, and the conversion of lawn to accessory uses such as decks, sheds, patios and pools.

The application and permit required by this bylaw shall not be required for the maintenance and repair of buildings, other structures, driveways, roads, parking areas, drainage structures and basins, lawns or athletic fields in existence on January 1, 1999, provided that such work is conducted in conformity with any general guidelines or performance standards which the Conservation Commission may, by regulation, adopt to protect the interests identified in Section 1 of this Bylaw.

Other than stated in this section, the exceptions, exemptions and grandfathered activities provided in the Wetlands Protection Act, G. L. c. 131 § 40, and Regulations, 310 CMR 10.00, shall not apply under this bylaw.

### Section 4: Applications for Permits and Requests for Determination

Written application shall be filed with the Commission to perform activities affecting resource areas protected by this bylaw. The permit application shall include such information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the resource areas protected by this bylaw. No activities shall commence without receiving and complying with a permit issued pursuant to the bylaw.

The Commission in an appropriate case may accept as the permit application and plans under this bylaw the Notice of Intent and plans filed under the Wetlands Protection Act, G.L. c. 131, § 40, and Regulations, 310 CMR 10.00.

Any person desiring to know whether or not a proposed activity or an area is subject to this bylaw may in writing request a determination from the Commission. Such a request for determination shall include information and plans as are deemed necessary by the Commission. The Commission may determine that a proposed activity or an area is not subject to this bylaw subject to the observance of conditions by the applicant.

### Section 5: Fees

#### Section 5.1: Administrative Fee

The Commission is authorized to include in any regulations adopted under this bylaw a fee schedule imposing fees for permits, determinations and certificates of compliance. Such fees must be based on a reasonable estimate of the actual costs incurred by the Commission in carrying out its duties under this bylaw, taking into account any fees provided under the Wetlands Protection Act. Failure to pay any fee required by regulations duly promulgated by the Commission shall be grounds for denial of the application.

#### Section 5.2 Consultant Fees

The Commission is authorized to require the applicant to pay the reasonable costs and expenses borne by the Commission for specific expert engineering and consulting services deemed necessary by the Commission to review any application. The maximum consultant fee to be charged shall be according to the following schedule:

<u>Project Cost</u>	<u>Maximum Fee</u>
UP TO \$250,000	NO FEE
\$250,001 to \$500,000	\$2,500
\$500,001 to \$1,000,000	\$5,000
\$1,000,001 to \$1,500,000	\$7,500
\$1,500,001 AND ABOVE	\$10,000

The project cost means the estimated, entire cost of the project including, without limitation, building construction, site preparation, landscaping, and all site improvements, but excluding land acquisition. Projects shall not be segmented to avoid being subject to a consultant fee. The applicant shall submit estimated project costs at the Commission's request. Consulting

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services may include, without limitation, the delineation and survey of wetland resource areas, analysis of resource area values, hydrogeological and drainage analyses, evaluation of wildlife habitat, and legal services. The Commission is authorized to charge the applicant for said fee based upon its reasonable finding that the additional information acquirable only through outside consultants would be necessary for the making of an objective decision, and when the application or request for determination proposes any of the following:

- (a) the alteration of more than 500 square feet or more of any land under a water body or bordering vegetated wetlands;
- (b) the alteration of 50 linear feet or more of the bank of any water body or waterway;
- (c) the alteration of five thousand (5000) square feet or more of the buffer zone; or
- (d) the creation or evaluation of any point source discharge, detention or retention basin, water control structure or wetland replication area.

The Commission may also impose such a fee of up to \$1.50 per linear foot when requested to make a determination of the boundary line of any resource area pursuant to a request for determination of applicability or notice of resource area delineation relative to any wetlands boundary exceeding 250 linear feet.

Said fee may be requested of the applicant within thirty (30) days of the filing of the application, or from the last amendment thereto. In its request, the Commission shall identify the consultant it has selected and include an estimate of the charges for the proposed services. The applicant may appeal from the selection of the consultant to the Town Manager within ten (10) days of receiving notice from the Commission of the same. The Town Manager may set aside the selection of the consultant only if the consultant lacks sufficient qualifications to perform the work or has a conflict of interest.

The Commission shall comply with the applicable competitive bidding requirements set forth in G.L. c. 30B before engaging a consultant under the provisions of this section.

If a revolving fund for consultant expenses and fees is authorized by town meeting vote, or by any general or special law, the applicant's fee shall be put into such revolving fund and the Commission may draw upon that fund for specific consultant services approved by the Commission at one of its public meetings. Any unused portion of said fee shall be returned to the applicant.

### Section 5.3 Waiver/Non-Applicability of Fees

No application or consultant fees shall be due from the Town of Andover or the Commonwealth of Massachusetts in connection with any project performed by the Town or on its behalf, or from any person having no financial connection with a property which is the subject of a request for determination.

### Section 6: Notice and Hearings

Any person filing a permit application or a request for determination with the Commission at the same time shall give written notice thereof, by certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors. The notice to abutters shall enclose a copy of the permit application or request, with plans, or shall state where copies may be examined and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing, and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

The Commission shall conduct a public hearing on any permit application or request for determination, with written notice given at the expense of the applicant, not less than five business days prior to the hearing, in a newspaper of general circulation in the Town of Andover.



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The Commission shall commence the public hearing within 21 days from receipt of a completed permit application or request for determination unless an extension is authorized in writing by the applicant.

The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant.

The Commission in an appropriate case may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act, G. L. c. 131, § 40, and Regulations, 310 CMR 10.00. Notice of a hearing so combined shall not be considered defective solely because it fails to make reference to this bylaw.

The Commission shall have authority to continue the hearing to a date certain announced at the hearing, for reasons stated at the hearings, which may include receipt of additional information offered by the applicant deemed necessary by the Commission in its discretion, or comments and recommendations of the boards and officials listed in Section 9. In the event the applicant objects to a continuance or postponement, the hearing shall be closed and the Commission shall take action on such information as is available.

### Section 7: Burden of Proof

The applicant shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the permit application will not have unacceptable significant or cumulative effect upon the values protected by this bylaw. Failure to provide adequate evidence to the Commission supporting this burden shall be sufficient cause for the Commission to deny such permit or to grant a permit with conditions.

### Section 8: Permits and Conditions

If, after said hearing, the Commission determines that the activities which are subject to the permit application are likely to have a significant or cumulative effect upon the values protected by this bylaw, the Commission, within 21 days of the close of the public hearing or such further time as the Commission and the applicant shall agree on, shall issue or deny a permit for the activities proposed. If it issues a permit, the Commission shall impose conditions which it deems necessary or desirable to protect those values, and all work shall be done in accordance with those conditions.

The Commission is empowered to deny a permit for failure to meet the requirements of this bylaw; for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in regulations of the Commission; for failure to avoid or prevent unacceptable significant or cumulative effects upon the values protected by this bylaw; and where no conditions are adequate to protect those values. The Commission may waive the provisions of this bylaw upon the written request of any applicant for a determination or permit, when in its judgment, such action is consistent with the purpose and intent of this bylaw, and when strict enforcement of the requirements of this bylaw would result in hardship to the applicant.

Lands within 200 feet of rivers, and lands within 100 feet of other resource areas, are presumed important to the protection of these resources because activities undertaken in close proximity to resource areas have a high likelihood of adverse impact upon the wetland or watercourse, either immediately, as a consequence of construction, or over time, as a consequence of daily operation or existence of those activities. In addition, such areas are often vital to the preservation of species that depend on wetlands for food or reproduction. The Commission may therefore require that the applicant maintain a continuous strip of continuous, undisturbed vegetative cover within the 200-foot [or 100-foot] area, unless the applicant demonstrates that the area or part of it may be disturbed without harm to the values protected by this bylaw.

In reviewing proposed activity in areas within 200 feet of rivers, no permit issued hereunder shall permit any activities unless the applicant, in addition to meeting the otherwise applicable requirements of this bylaw, has proved by a preponderance of the evidence that (1) there is no practicable alternative to the proposed project with less adverse effects, and that (2) such activities, taking into account proposed mitigation measures, will have no significant impact on the values



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protected by this bylaw. The Commission shall regard as practicable an alternative which is reasonably available and capable of being done after taking into consideration the proposed use of the property, the overall project purpose (e.g., residential, institutional, commercial, or industrial purpose), logistics, existing technology, and costs.

To prevent wetlands loss, the Commission shall require applicants to avoid wetlands alteration wherever feasible, to minimize wetlands alteration, and where alteration is unavoidable, to incorporate mitigation measures into the project design.

A permit shall expire three years from the date of issuance. Notwithstanding the above, the Commission in its discretion may issue a permit of unlimited duration for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. Any permit may be renewed for one or more additional periods of up to three years, provided that a request for a renewal is received in writing by the Commission at least 30 days prior to expiration.

For good cause the Commission may revoke or modify a permit or determination issued under this bylaw after notice to the holder of the permit or determination, notice to the public, abutters, and town boards, pursuant to Section 5 and 6, and a public hearing.

The Commission in an appropriate case may combine the permit or determination issued under this bylaw with the Order of Conditions or Determination of Applicability issued under the Wetlands Protection Act, G.L. c. 131, § 40, and Regulations, 310 CMR 10.00.

No work proposed in any permit application shall be undertaken until the permit issued by the Commission with respect to such work has been recorded in the Registry of Deeds or, if the land affected is registered land, in the registry section of the land court for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission that the permit has been recorded.

### Section 9: Coordination with Other Boards

Any person filing a permit application or request for determination of applicability shall give notice thereof by certified mail or hand delivery to the Planning Board, the Board of Health and Board of Selectmen. If a permit is required from the Board of Appeals, the applicant shall also furnish a copy to that Board.

The Commission shall, to the extent practicable, coordinate with any other Board reviewing the project, and having similar authority to recover its consulting fees from the applicant, in an effort to avoid duplication of consulting services.

### Section 10: Security

As part of a permit issued under this bylaw, the Commission may require, in addition to any security required by any other town or state board, commission, agency or officer, that the performance and observance of the conditions imposed hereunder be secured wholly or in part by one or more of the methods described below:

(a) by a proper bond or deposit of money or negotiable securities, sufficient in the opinion of the Conservation Commission to secure performance of the conditions and observance of the safeguards of such permit, to be released upon the issuance of a certificate of compliance for work performed pursuant to the permit; or

(b) by a conservation restriction, easement, or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of the Commission whereby the permit conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed.

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Section 11: Regulations

The Commission shall promulgate after due notice and public hearing Rules and Regulations to effectuate the purposes of this bylaw, including rules requiring the maintenance of an undisturbed vegetated buffer of not more than twenty-five (25) feet from the edge of any bank, freshwater wetland, marsh, wet meadow, bog, swamp, reservoir, lake, pond, creek, river or stream, or any land under said waters, except in the Fish Brook/Haggetts Pond Watershed Protection Overlay District, and/or a vernal pool, where such rules may require an undisturbed vegetated buffer of not more than fifty (50) feet from those resource areas. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to invalidate or suspend the effect of this bylaw.

Section 12: Enforcement

No person shall remove, fill, dredge, build upon, degrade, or otherwise alter resource areas protected by this bylaw, or cause, suffer, or allow such activity to continue or allow such fill or other alteration to be left in place, without the required authorization pursuant to this bylaw.

The Commission, its agents, officers, and employees shall have authority, with prior approval from the property owner or pursuant to court process, to enter upon privately owned land for the purpose of performing their duties under this bylaw and may make or cause to be made such examinations, surveys, or sampling as the Commission deems necessary.

The Commission shall have authority to enforce this bylaw, its regulations, and permits issued thereunder by violation notices, administrative orders, and civil and criminal court actions. Any person who violates provisions of this bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations.

Upon request of the Commission, the Town Manager and Town Counsel, with the approval of the Board of Selectmen, may take legal action for enforcement under civil law. Upon request of the Commission, the chief of police may take legal action for enforcement under criminal law.

Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Commission in enforcement.

Any person who violates any provision of this bylaw, or regulations, permits, or administrative orders issued thereunder, shall be punished by a fine of not more than \$300. Each day or portion thereof during which a violation continues, or unauthorized fill or other alteration remains in place, shall constitute a separate offense, and each provision of the bylaw, regulations, permit, or administrative order violated shall constitute a separate offense.

As an alternative to criminal prosecution in a specific case, the Commission may issue citations under the non-criminal disposition procedure set forth in G. L. c. 40, § 21D.

Section 14: Relation to Wetlands Protection Act

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the of the Wetlands Protection Act, G. L. c. 131, § 40, and regulations, 310 CMR 10.00, thereunder.

Section 15: Severability

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any Order of Conditions which has previously become final.

Section 16: Effective Date

This bylaw shall take effect as provided in General Laws, Chapter 40, Section 32, and shall apply to any activity described herein which occurs after its effective date, except that this bylaw



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shall not apply to any activity described in a Notice of Intent or Request for Determination of Applicability filed with the Conservation Commission under the Wetlands Protection Act on or before the date of its adoption by Town Meeting vote, provided that such activity is subsequently approved in a final Order of Conditions or Determination of Applicability issued under the said Act.

### Section 17: Definitions

The following definitions shall apply in the interpretation and implementation of this bylaw.

Abutter - the owner of any land within 100 feet of the property line of the land where the activity is proposed, as determined by the most recent assessors' records, including any land located directly across a street, way, river, stream, or pond.

Alter - to change the conditions of any area subject to protection by this bylaw and shall include but not be limited to one or more of the following actions upon areas described in this bylaw:

- (a) the removal, excavation or dredging of soil, sand, gravel or aggregate material of any kind;
- (b) the changing of pre-existing drainage characteristics, flushing characteristics, salinity distribution, sedimentation patterns, flow patterns and flood storage retention areas;
- (c) the drainage, disturbance or lowering of the water level or water table;
- (d) the dumping, discharging or filling with any material which could degrade the water quality;
- (e) the driving of piling, erection of buildings or structures of any kind;
- (f) the placing of any object or obstruction whether or not it interferes with the flow of water;
- (g) the destruction of plant life, including the cutting of trees;
- (h) the changing of water temperature, biochemical oxygen demand and other natural characteristics of the receiving water;
- (i) any activities, changes or work which pollutes any body of water or groundwater;
- (j) the application of pesticides or herbicides.

Cumulative effect - an effect that is significant when considered in combination with other activities that have occurred, are going on simultaneously, or that are likely to occur, whether such other activities have occurred or are contemplated as a separate phase of the same project, such as the build-out of a subdivision or an industrial park, or unrelated but reasonably foreseeable actions, including other development projects that are currently under construction, under review or that may be expected to come forward.

Freshwater wetland, marsh, wet meadow, bog, or swamp - includes any area bordering a water body, or, if not bordering a water body, consisting of at least five thousand (5000) square feet, where surface or ground water, or ice, at or near the surface of the ground support the presence of hydric soils and/or a plant community dominated (at least 50 per cent) by wetland species. To avoid inconsistencies in delineation of such resource areas under this bylaw and the Wetlands Protection Act, the method for determining the edge of any such wetland shall be the same as that approved by the Massachusetts Department of Environmental Protection for delineating the edge of bordering vegetated wetlands under the said Act, as such rules or regulations may be amended from time to time.

Groundwater - all subsurface water contained in natural geologic formations or artificial fill, including soil water in the zone of aeration. Activities in or within 100 feet of resource areas shall not significantly alter the existing quality or elevation of naturally-occurring ground water.



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Person - any individual, group or individuals, association, partnership, corporation, business organization, trust, estate, the Commonwealth of Massachusetts when subject to town bylaws, any public or quasi-public corporation or body when subject to town bylaws, or any other legal entity, including the Town of Andover or its legal representative, agents or assigns.

Private water supply - any source or volume of surface or ground water demonstrated to be in private use or shown to have potential for private use, including ground or surface water in the zone of contribution around a private well. Activities in or within 100 feet of a resource area shall not have a significant effect on the quality of a private water supply.

Public water supply - any source or volume of surface or ground water demonstrated to be in public use or approved for water supply pursuant to G.L. c. 111, § 160 by the Department of Environmental Protection Division of Water Supply, or demonstrated to have a potential for public use, in addition to all surface and ground water in zones of contribution. Activities subject to the Commission's jurisdiction under this Bylaw shall not have a significant effect on the quality of a public water supply.

Wildlife habitat - an area that provides breeding and nesting habitat, shelter, food and water to animal species. Includes areas identified as containing rare, threatened or endangered species as listed by the Massachusetts Natural Heritage Program. Structures and activities in any resource area shall not have a significant adverse effect on wildlife habitat.

Except as otherwise provided in this bylaw or in regulations of the Commission, the definitions of terms in this bylaw shall be as set forth in the Wetlands Protection Act, G. L. c. 131, § 40, and regulations, 310 CMR 10.00, thereunder.

or take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded Article 75 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: No position  
Conservation Board Report: Approval

**ARTICLE 76.** To see if the Town will vote to authorize the Town Manager and the Board of Selectmen to file special legislation for the establishment of a special account for fees collected for the employment of outside consultants by the Conservation Commission to review applications or take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded Article 76 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Conservation Board Report: Approval

**ARTICLE 77.** To see if the Town will vote to amend the General Bylaws of the Town of Andover by inserting in the appropriate place the following:

1. All articles in the warrant shall be numbered sequentially by the Board of Selectmen. At Town Meeting, the Town Clerk shall place all article numbers in a container. The Town Moderator shall draw a number and that article shall be presented to Town Meeting for action. Another number may not be drawn until Town Meeting has acted upon that article.



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**ARTICLE 81.** To see if the Town will vote to publish and maintain a five-year plan, to be updated annually in conjunction with or as part of the Capital Improvement Plan, that lists the sections of sidewalk to be reconstructed during each of the next five years, and that is consistent with the proposed annual budget for sidewalk reconstruction.

On petition of Harry L. Voorhees, Jr. and others

Upon motion made and duly seconded Article 81 was approved as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Disapproval

**ARTICLE 82.** To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, by appropriation of Chapter 90 highway funds or by any combination of the foregoing and appropriate an additional sum of \$400,000 for the purpose of reconstructing sidewalks including installing granite curbs and planting strips with trees or any other costs incidental or related thereto, and to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase, or eminent domain or take any other action related thereto.

On petition of Thomas P. Cody and others

Upon motion made and duly seconded it was moved that the Town vote to raise by borrowing and appropriate the sum of \$400,000 for the purpose of reconstructing sidewalks including installing granite curbs and planting strips with trees or any other costs incidental or related thereto, and to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase, or eminent domain; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, clause 5 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the town thereof.

**Article 82 was DEFEATED**

**VOTE: YES: 192 NO: 186 A 2/3 Vote Required**

Finance Committee Report: Disapproval  
Board of Selectmen Report: Disapproval  
Planning Board Report: Disapproval

**ARTICLE 83.** To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate the sum of \$150,000 for the purpose of constructing a new bituminous concrete sidewalk with granite curb on the east side of Salem Street from Prospect Road to Route 125; and further to authorize the Board of Selectmen to acquire by gift, by purchase or by seizure by right of eminent domain such land as may be required for this sidewalk; or take any other action related thereto, including easements.

On petition of Elizabeth Dufton and others

Upon motion made and duly seconded it was moved that the Town vote to raise by borrowing and appropriate the sum of \$150,000 for the purpose of constructing a new bituminous concrete sidewalk with granite curb on the east side of Salem Street from Prospect Road to Route 125; and further to authorize the Board of Selectmen to acquire by gift, by purchase or by seizure by right of eminent domain; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under and pursuant to Chapter 44, Section 7, clause 5 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the town thereof.



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**VOTE:     Declared more than a 2/3 Vote by Moderator                    A 2/3 Vote Required**

Finance Committee Report:   Disapproval  
Board of Selectmen Report:   Approval  
Planning Board Report:        Approval

**ARTICLE 84.** To see if the Town will vote to amend the General By-laws of the Town by adding the following:

**SECTION 1. TITLE**

This By-Law shall be known and may be cited as the Shawsheen Village Historic District By-Law and is adopted pursuant to Chapter 40C of the General Laws of the Commonwealth of Massachusetts, as amended.

**SECTION 2. PURPOSE**

The purpose of this By-Law is to promote the educational, cultural, economic, and general welfare of the public through the preservation and protection of distinctive historical buildings and places in the Shawsheen Village area of the Town of Andover through the maintenance and improvement of such buildings and places and the encouragement of appropriate and convertible design in this area.

**SECTION 3. HISTORIC DISTRICT**

There is hereby established under the provisions of Chapter 40C of the General Laws an historic district to be known as the Shawsheen Village Historic District, which District shall be bounded as shown on the Map, entitled "Shawsheen Village Historic District, 1999", attached and made part of this By-Law.

**SECTION 4. DEFINITIONS**

**ALTERED** - Includes the words "rebuilt", "reconstructed", "restored", "removed" and "demolished".

**APPLICANT** – the owner of record of the building or structure at the time of filing of an application for permit or an individual designated, in writing, as a representative of the owner of record.

**BUILDING** - A combination of materials forming a shelter for persons, animals, or property.

**COMMISSION** - The Shawsheen Village Historic District Commission.

**CONSTRUCTED** - Includes the words "built", "erected", "installed", "enlarged", and "moved".

**DAYS** - For the purposes of this By-Law, "days" shall mean calendar days.

**DISTRICT** - Shawsheen Village Historic District

**EXTERIOR ARCHITECTURAL FEATURE** - A portion of the exterior of a building or structure as is open to view from a public street, public way, public park, or public body of water; including but not limited to the architectural style and general arrangement and setting thereof, the kind and texture of exterior building materials, and the type and style of windows, doors, lights, signs, and other appurtenant exterior fixtures.

**PERSON AGGRIEVED** - The applicant, an owner of adjoining property, an owner of property within the historic district, and any charitable corporation in which one of its purposes is the preservation of historic structures.

**SITE** – Any parcel of real property within the District.

STRUCTURE - A combination of materials other than a building including but not limited to a sign, fence, wall terrace, lighting, walk or driveway.

TOWN - Town of Andover

#### SECTION 5. SHAWSHEEN VILLAGE HISTORIC DISTRICT COMMISSION

There is hereby established under Chapter 40C of the General Laws an Historic District Commission consisting of five (5) members and one (1) alternate members, all residents of the Town of Andover appointed by the Town Manager and approved by the Board of Selectmen, including one member, where possible, from two nominees submitted by the Andover Preservation Commission, one member, where possible, from two nominees submitted by the Andover Historical Society, one member, where possible, from two nominees submitted by the Andover Planning Board, one member, where possible, from two nominees submitted by the Shawsheen Village business community, and one member who is both a resident and owner of property in the Shawsheen Village Historic District. Where possible, all members shall be both residents and owners of property in the District.

The Town Manager and the Board of Selectmen shall submit written requests for nominations to the organizations named herein. If no nomination has been made within thirty days of submitting a request, the Town Manager and the Board of Selectmen may proceed without waiting for the requested nomination.

When the Commission is first established, two (2) members shall be appointed for three-year terms, and two (2) members shall be appointed for two-year terms, and one (1) member and one alternate member shall be appointed for one-year terms. Successors shall be appointed for a term of three years. Vacancies shall be filled within sixty days by the Town Manager by appointment with approval by the Board of Selectmen for the unexpired term.

In the case of absence, inability to act, or unwillingness to act because of self-interest by a member, the chairperson may designate an alternate member of the Commission to act for a specified time. If any member is absent from three consecutive Commission meetings, the chairperson may appoint an alternate member as a replacement to serve for the remainder of that member's term, whereupon the Town Manager shall appoint and the Board of Selectmen approve a new alternate member. Each member and alternate member shall continue in office until his or her successor is duly appointed. Any members and alternate members shall serve without compensation.

The Commission shall elect annually a chairperson, a vice chairperson, and a secretary from its own number. Meetings of the Commission shall be held only if attended by a quorum of at least three (3) members, including alternate members designated to act as members. If the chairperson is absent from a meeting, the vice chairperson shall act as chairperson. Decisions of the Commission at a meeting require a majority vote of the members, including designated alternate, who are present at the meeting.

#### SECTION 6. POWERS AND DUTIES OF THE COMMISSION

A. The Commission shall have all of the powers and duties of historic district commissions as provided by Chapter 40C of the General Laws, and by subsequent amendments thereto, unless specifically limited by this By-Law. The Commission may adopt rules and regulations not inconsistent with the provisions of Chapter 40C. Any proposed changes to these rules & regulations, including the detailed review guidelines of the Commission, must first be heard via a public hearing in which formal public notice must be given at least 14 days in advance of the hearing. However, no changes can be made to this By-Law without a 2/3 majority vote at Town Meeting and then these changes do not become effective until the conditions outlined in Section 12 of this By-Law are met.

The Commission may, subject to appropriation, employ clerical and technical assistants or Consultants and incur other expenses appropriate to the carrying on of its work and may accept money gifts and expend the same for such purposes when reviewed by Town Counsel and approved by the Board of Selectmen. The Commission may administer on behalf of the Town any properties



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G. A Certificate of Non-Applicability is for matters specifically excluded from review of the Commission and will only be issued upon request from an applicant.

H. A Certificate of Hardship shall be issued by the Commission in the following circumstances:

a. if the application is deemed inappropriate or if the application is specifically made for a Certificate of Hardship, then a Certificate of Hardship may be issued if conditions especially effecting the building or structure involved, but not affecting the Historic District generally, would result in a substantial hardship, financial or otherwise, to the applicant AND if approval would not result in a substantial detriment to the public welfare.

b. the Commission does not make a determination of an application within the time specified in Section 8E of this By-Law. In considering whether or not to issue a Certificate of Hardship the Commission will accept from the applicant expert testimony, or submissions concerning any or all of the following information but not limited to:

1. A professional estimate of the cost of the proposed construction, alteration, demolition, or removal and an estimate of any additional costs that would be incurred to comply with the standards of the Commission for changes necessary for the issuance of a Historic Certificate;

2. A report from a licensed engineer or architect;

3. In the case of demolition, an estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure;

4. Estimated market value of the property in its current condition, after completion of the proposed construction, alteration, demolition, or removal; and after changes required by the Commission,

5. Appraisals, tax assessments or any listing of the property within the last 2 years,

I. Each certificate shall be dated and signed, and the Commission shall keep a permanent record of its determinations and of the vote of each member participating therein, and shall file a copy or notice of certificates and determinations of disapproval with the Town Clerk and the Inspector of Buildings.

J. Any person aggrieved by a determination of the Commission may, within twenty (20) days after filing of the notice of determination with the Town Clerk, file a written request with the Commission for a review by a person or persons of competence and experience in such matters, designated by the Merrimack Valley Planning Commission.

The finding of the person or persons making such review shall be filed in triplicate with the Town Clerk, the Inspector of Buildings, and the Historic District Commission within forty -five days after the request, and shall be binding on the applicant and the Commission, unless a further appeal is sought as provided in Section 8(K).

K. Any person aggrieved by a determination of the Commission, or by a finding by the person or persons making a review, may twenty days after filing of the notice of such determination or such finding with the Town Clerk, appeal to the Superior Court sitting in equity for Essex County. The Court shall hear all pertinent evidence and shall annul the determination of the Commission if it finds the decision of the Commission to be unsupported by the evidence or to exceed the authority of the Commission, or may remand the case for further action by the Commission or make such other decree as justice and equity may require. The remedy provided by this Section shall be exclusive but the parties shall have all rights of appeal and exception as in other equity cases.

Costs shall not be allowed against the Commission unless it shall appear to the Court that the Commission acted with gross negligence, in bad faith or with malice in the matter from which the



or easements, restrictions or other interests in real property which the Town may have or may accept as gifts or otherwise and which the Town may designate the Commission as the administrator thereof.

B. The Commission shall have jurisdiction over the review of new construction, renovation, alterations, relocation, and demolition of all exterior architectural features of buildings, structures and sites within the Shawsheen Village Historic District, except as limited by this By-Law.

C. In passing upon matters before it, the Commission shall consider, among other things, the historical and architectural value and significance of the site, building or structure, the general design arrangement of the features involved and the relation of such features to other features of buildings, structures and sites in the surrounding area. In the case of new construction or additions to existing buildings or structures the Commission shall consider the appropriateness of the size and shape of the building or structure both in relation to the land area upon which the building or structure is situated and to buildings and structures in the vicinity.

#### SECTION 7. LIMITATIONS AND EXEMPTIONS

A. The Commission shall not act to prevent or unnecessarily delay new construction, reconstruction, or alterations except for the purpose of preventing developments incongruous to historical considerations and architectural features of value, viewed in relation to the surrounding area.

B. The following are exempt from review or control by the Commission:

1. Interiors of buildings or structures.
2. Ordinary maintenance and repair, as defined by the Commonwealth of Massachusetts State Building Code 780 CMR.
3. Landscaping with plants, trees, or shrubs.
4. Terraces, walks, private sidewalks, driveways, and other similar structures provided that the structure is at grade level. However, parking lots or parking areas require Commission review, and must be in compliance with the provisions of Section VI, Subsection A of the Town of Andover Zoning By-Law.
5. Storm doors and windows, screens, window air conditioners, exterior residential light fixtures (ie free standing lamppost, or lighting attached to a structure), and conventional antennae no larger than six feet in any dimension. However, dish antennae and solar collectors require Commission review.
6. The color of paint.
7. Temporary signs or structures to be in use for not more than ninety days. However, temporary signs shall further comply with the requirements of Article VIII, Section VI, Subsection B, Paragraph 2f of the Town of Andover Zoning By-Law, as amended from time to time. Temporary structures shall further comply with the Commonwealth of Massachusetts State Building Code 780 CMR.
8. Signs used for residential occupation or professional purposes, of not more than two square feet in area, provided that a) no more than one sign is displayed on or near any one building, or structure or site, b) the sign consists of lettering painted on wood without a symbol or trademark, and c) all signs must comply with all applicable requirements of Section VI, Subsection B of the Town of Andover Zoning By-Law. In addition, signs for commercial and institutional purposes require Commission Review.
9. Reconstruction substantially similar in exterior design of a building, structure, or exterior architectural feature damaged or destroyed by fire, storm or ~~other~~ calamity, provided such

## ANNUAL TOWN MEETING – APRIL 26, 27, MAY 10, 11

reconstruction is begun within one year thereafter and is carried forward with due diligence. Reconstruction must also meet all applicable requirements of the Town of Andover Zoning By-Law.

### SECTION 8. PROCEDURES

A. Except as this By-Law provides in Section 7, no building, structure or site in the Historic District shall be constructed or altered in any way that affects exterior architectural features unless the Commission shall first have issued a Certificate of Appropriateness (see Section 8F), a Certificate of Non-Applicability (see Section 8G), or a Certificate of Hardship (see Section 8H) with respect to such construction or alteration. In addition, the demolition of any building or structure must comply with the requirements of Article XII, Section 33 of the General By-Laws of the Town of Andover. In the event of any conflict with the provisions of Article XII, Section 33 of the General By-Laws, this By-Law shall prevail.

B. Applications for certificates shall be made with the Inspector of Buildings. Copies of applications shall be forwarded to the Historic District Commission. Applications shall be in a form specified by the Commission that adequately describes the proposed work. This may include plans and elevations, drawn to scale, detailed enough to show the architectural design of the structure and its relation to the existing building. Plot and site plans should be filed when an application is made for alterations or improvements involving applicable landscape features such as walls and fences. In the case of demolition or removal the Inspector of Buildings shall forward one copy of the demolition permit application to the Commission.

C. Within fourteen days of the filing of an application for any certificate, the Commission shall be required to determine whether the application involves any exterior architectural features that are within the jurisdiction of this By-Law and therefore requires review by the Commission. In making this determination the Commission may designate at its discretion two (2) members of the Commission who will determine on behalf of the Commission whether or not the application should come before the entire Commission for further review.

D. If the application requires the Commission review or at the request of the applicant, the Commission shall hold a public hearing (a hearing may be waived according to the provisions of Chapter 40C of the General Laws as amended). The Commission shall fix a reasonable time for the hearing on any application. The Inspector of Buildings shall give public notice of the time, place and purposes thereof at least fourteen days before said hearing in such manner as may be determined. A copy of said notice shall be mailed, postage prepaid, to the applicant, to the owners of all adjoining property and other property deemed by the Commission to be materially affected thereby as they appear on the most recent real estate tax list of the Board of Assessors, to the Town Planning Board, to such other persons as the Commission shall deem entitled to notice, and those property owners within the district that have filed a written request for notice of public hearings (the list is to be renewed annually each December ).

E. The Commission shall decide upon the determination of any application within sixty days (60) of its filing or within such further time as the applicant may choose to allow in writing.

F. A Certificate of Appropriateness shall be issued to the applicant if the Commission determines that the proposed construction or alteration will be appropriate for or compatible with the preservation or protection of the Historic District. In the case of a disapproval of an application for a Certificate of Appropriateness, the Commission shall place upon its records the reasons for such a determination and shall forthwith cause a notice of its determinations, accompanied by a copy of the reasons therefore as set forth in the records of the Commission, to be issued to the applicant, and the Commission may make recommendations to the applicant with respect to the appropriateness of the design.

Prior to the issuance of any disapproval the Commission may notify the applicant of its proposed action, accompanied by recommendations of changes in the applicants proposal which, if made, would make the application acceptable to the Commission. If within fourteen days of the receipt of such notice, the applicant files a written modification of the application in conformity with the recommended changes of the Commission, the Commission shall issue a Certificate of Appropriateness to the applicant.



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appeal was taken. Costs shall not be allowed against the party appealing from such a determination of the Commission unless it shall appear to the Court that such party acted in bad faith or with malice in making the appeal to the Court.

L. The Superior Court sitting in equity for Essex County shall have jurisdiction to enforce the provisions of this By-Law and the determinations, rulings and regulations pursuant thereto and may, upon the petition of the of the Commission or the Board of Selectmen, restrain by injunction violations thereof, and, without limitations, such Court may order the removal of any building, structure or exterior architectural feature constructed altered or demolished in violation thereof and may issue such other orders for relief as may be equitable.

M. The Inspector of Buildings is designated as the enforcement agent of the Commission and is responsible for investigating and reporting to the Commission any possible violations of any provision of this By-Law including those possible offenses identified by any party and reported to the Inspector of Buildings. Judgement about whether or not a possible offense(s) is a violation of any provisions of this By-law, as well as whether any possible fine should be assessed, ultimately rests with the Commission. The Commission shall establish procedures within their rules & regulations that outline the steps to be followed by the Inspector of Buildings and the Commission in investigating and enforcing possible violations of these bylaws.

Whoever violates any of the provisions of this By-Law shall be punished by a fine of not more than one hundred dollars (\$ 100.00) for each offense. Each day during any portion of which a violation continues to exist shall constitute a separate offense. Fines, however, will only be assessed after the Commission makes the determination that a violation actually exists.

### SECTION 9 OTHER

The Town of Andover shall be subject to the provisions of this By-Law notwithstanding any Town By-Law to the contrary.

### SECTION 10. OTHER

This By-Law may be amended from time to time by a two-thirds vote of the Town Meeting, subject to the procedures as set forth in Chapter 40C, Section 3 of the General Laws. The Board of Selectmen may set reasonable fees for the administration of this By-Law based on the recommendations of the Historic District Commission.

### SECTION 11. OTHER

In case any section, paragraph or part of this By-Law be for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph, or part shall continue in full force and effect. Except to the extent specifically provided in this By-Law, the definition of terms and the powers and rules of conduct of the Commission shall be as set forth in Chapter 40C of the General Laws.

### SECTION 12. EFFECTIVE DATE

Following Town Meeting approval this By-Law, and any change to it subsequently approved, takes effect immediately when the following conditions have been met: a) approval by the Attorney General of the Commonwealth of Massachusetts; b) filing of a map of the boundaries of the Historic District with the Andover Town Clerk, the Andover Inspector of Buildings, and the Registry of Deeds for Essex County.

or take any other action related thereto.

On request of the Shawsheen Village Historic District Study Committee

Upon motion made and duly seconded Article 84 was moved as printed in the Warrant.



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A motion was made and seconded to amend Article 84 “to exclude all homes that do not wish to be subject to this article. Notice will be made in writing within 30 days from this date” (May 11, 1999).

The amendment lost by a Majority vote.

A motion was made to stop debate.

The vote to stop debate was declared more than a 2/3 vote by the Moderator.

**The original motion was DEFEATED.**

**VOTE:                      YES: 227                      NO: 132                      A 2/3 Vote Required**

Board of Selectmen Report: Approval  
School Committee Report: Disapproval

**ARTICLE 85.** To see if the Town will vote to accept the provisions of Chapter 32, Section 102(g) and Section 103(h) of the Massachusetts General Laws, as amended by Chapter 456, Section 2, Section 3, Section 4 and Section 5 of the Acts of 1998 providing for cost of living adjustments for non-contributory retirees, spouses or other beneficiaries or take any other action related thereto.

On request of the Andover Contributory Retirement Board

Upon motion made and duly seconded Article 85 was approved as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 86.** To see if the Town will accept the provisions of Section 288 of Chapter 194 of the Acts of 1998 concerning the so-called “Option C Pop-Up” provision of Chapter 32, or take any other action related thereto.

On request of the Andover Contributory Retirement Board

Upon motion made and duly seconded Article 86 was approved as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

**ARTICLE 87.** To see if the Town will approve the actions of the Board of Selectmen in layout out as a public way under provisions of Chapter 82, Section 21 of the Massachusetts General Laws designated as a portion of Alderbrook Road as shown on the plans provided. Copies of the following plans have been filed with the Town Clerk as required under Section 23 of Chapter 82: “Street Acceptance Plan of Land in Andover, Massachusetts, A Portion of Alderbrook Road, Scale 1" = 40' Date: January 21, 1999”.

On petition of Rosecliff Realty Trust and others

Upon motion made and duly seconded Article 87 was approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval

**ARTICLE 88.** To see if the Town will vote to raise by taxation, by transfer from available funds or any combination of the foregoing and appropriate a sum not to exceed \$30,000 for the purpose of contracting with a traffic engineer to prepare a report for the purposes of a grant application for roadway and railroad crossing improvements to the Essex Street, School Street, Brook Street,

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Pearson Street, Lupine Road, Railroad Street, Shawsheen Road and Red Spring Road intersections in the area of the MBTA railroad crossing including an MBTA railroad crossing at Dundee Park and to submit said grant application to the appropriate state and/or federal funding agency, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded Article 88 was approved as printed in the Warrant in the amount of \$30,000 in available funds by a Majority vote.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval

**ARTICLE 89.** To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing, and appropriate the sum of \$50,000 to help oppose the construction of the 750-megawatt natural gas power plant being proposed in Dracut by Constellation Power Company, less than a mile from the Andover border.

On petition of Laura Jordan and others

Upon motion made and seconded it was moved that the Town vote to appropriate the sum of \$50,000 from available funds to help fund legal counsel, engineering studies, and health impact assessment reports pertaining to the 750-megawatt natural gas power plant being proposed in Dracut by Constellation Power Company, less than a mile from the Andover border.

Article 89 was approved by a Majority vote.

Finance Committee Report: Disapproval  
Board of Selectmen Report: Approval

**ARTICLE 90.** To see if the Town will vote to transfer the care, custody, management and control of certain parcels of land, hereinafter described, and the improvements, if any thereon, held by the Board of Selectmen and the Department of Public Works to the Board of Selectmen, for the purpose of conveyance of said land to Phillips Academy, in exchange for the conveyance of a certain parcel of land, owned by Phillips Academy, to the Town for conservation purposes pursuant to Massachusetts General Laws Chapter 40 Section 8C and to authorize the Town Manager and the Board of Selectmen to petition the General Court for special legislation authorizing said conveyances:

Land to be conveyed by the Town:

A certain parcel of land in the Town of Andover, Essex County, Massachusetts, being shown as Assessors Map 41, Lot 6, at the corner of Main Street and Dwight Street, and containing one acre, more or less. Said Lot 6 is to be conveyed subject to the rights of others, if any, including without limitation all existing utility easements and subject to such further restrictions as the Selectmen deem advisable in the interest of the Town of Andover.

Land to be conveyed to the Town:

A certain parcel of land in the Town of Andover, Essex County, Massachusetts, being shown as Assessors Map 26, Lot 6, and lying between Salem Street and the Route 125 Bypass, and containing seven acres more or less. Said Lot 6 is to be conveyed subject to the rights of others, if any, including without limitation all existing utility easements and subject to such further restrictions as the Selectmen deem advisable in the interest of the Town of Andover; or take any other action related hereto.

On petition of the Trustees of Phillips Academy and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 90 by a Majority vote.

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**ARTICLE 91.** To see if the Town will vote to discontinue, and to abandon and convey to Phillips Academy, a portion of an existing public way, Dwight Street (sometimes previously referred to as Back Street and/or Highland Road), which said Dwight Street runs southeasterly and southerly from the easterly line of South Main Street and again to the easterly side of South Main Street as accepted at Annual Town Meeting, March 14, 1949, Article 45, Page 326, Annual Town Meeting Records, said Dwight Street being more particularly described as follows:

Northerly and Easterly Line: Beginning at a stone bound at easterly line of South Main Street to the State Highway in a general southeasterly direction, by a curve to the right having a radius of 25 feet a distance of 16.01 feet to a stone bound; thence southeasterly 325.61 feet to a stone bound marking an angle in the line; thence southerly 132.95 feet to a point, thence southerly and a little more westerly 177.6 feet to a point; thence still southerly a little more westerly 147.03 feet to a stone bound; thence southeasterly 149.85 feet to a Massachusetts Highway bound in said easterly line of South Main Street.

Southerly and Westerly Line: Beginning at a stone bound at said easterly line of South Main Street, said bound being 110.51 feet northwesterly from Massachusetts Highway bound marking an angle in said Highway line; thence by a curve to the right having a radius of 25 feet, a distance of 62.53 feet to a stone bound; thence southeasterly by 163.22 feet to a stone bound; thence by a curve to the right having a radius of 25 feet, a distance of 28.45 feet to a stone bound; thence southerly 91.38 feet to a stone bound; thence southwesterly 129.17 feet to a stone bound; thence by a curve to the right having a radius of 25 feet, a distance of 65.14 feet to a stone bound and said easterly line of South Main Street.

Said street being 40 feet in width throughout, for the greater part of its length where it joins South Main Street at either end of the street as herein described.

Reference is hereby made to a plan of said road made January, 1949 by Clinton Foster Goodwin, Engineer, Haverhill, Massachusetts, said plan being recorded at the office of the Town Clerk, and also duly recorded at the Essex North District Registry of Deeds as Plan Number 2028 in the Town House, Andover, Massachusetts.

Said land to be conveyed subject to the rights of others, if any, including without limitation all existing utility easements and subject to such further restrictions as the Selectmen deem advisable in the interest of the Town of Andover; or take any other action related thereto.

On petition of the Trustees of Phillips Academy and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 91 by a Majority vote.

**ARTICLE 92.** To see if the Town will vote to discontinue, to abandon and convey to Phillips Academy a portion of an existing public way, School Street, namely the southerly portion of School Street at its intersection with South Main Street, being more particularly shown on a Plan entitled "Sketch of Land in Andover, MA showing Proposed Street Discontinuance Scale 1" = 20', Date: January 15, 1999", (a copy of which Plan is on file with the Town Clerk's office) and being more particularly described as follows:

Beginning at a point on the westerly sideline of South Main Street marked by a drill hole in a stone bound as shown on said Plan; thence running northwesterly as shown on said Plan a distance of 245.17 feet more or less to a point;

thence turning and running easterly as shown on said Plan 76.08 feet more or less across School Street as currently laid out to a point;

thence turning and running southeasterly a distance of 78.89 feet more or less to a point;

thence turning and running southerly as shown on said Plan along the westerly sideline of South Main Street as shown on said Plan a distance of 159.91 feet more or less to the drill hole in the stone bound marking the point of beginning.



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Said land to be conveyed subject to the rights of others, if any, including without limitation all existing utility easements and subject to such further restrictions as the Selectmen deem advisable in the interest of the Town of Andover; or take any other action related thereto.

On petition of the Trustees of Phillips Academy and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 92 by a Majority vote.

**ARTICLE 93.** To see if the Town will vote to amend the Zoning By-law VIII.V.12 (Lot/Slope requirements) by combining Section 12.d and 12.e and re-label old Section f. as Section e. The new combined Section d. would be as follows:

- d. All areas with natural slopes exceeding 25% over a horizontal distance of 10 feet as measured perpendicular to the contour on a building lot shall be excluded from the calculation of the minimum lot area required for the applicable zoning district and shall be protected and remain in their natural state.

On petition of Abigail L. O'Hara

Upon motion made and duly seconded it was VOTED to Withdraw Article 93 by a Majority vote.

**ARTICLE 94.** To see if the Town will vote to change the use of the existing easement through Town land under the control of the Conservation Commission shown on Assessors Map 121, Lot 2U, from "Water Easement" to "Utility Easement" for the purpose of installing a sewer line within the easement between Powers Road and Carter Lane as part of the South Main Street Area Sewer Extension and to authorize the Selectmen to obtain said easement by gift, by purchase or by seizure by right of eminent domain, if necessary, and to authorize the Selectmen and the Town Manager to petition the General Court for special legislation to accomplish the foregoing or to take any other action related thereto.

On request of the Town Manager as recommended by the Public Works Director

Upon motion made and duly seconded it was VOTED to approve Article 94 as printed in the Warrant.

**VOTE:**            **Declared more than a 2/3 vote by Moderator**            **A 2/3 Vote Required**

Board of Selectmen Report: Approval

Conservation Board Report: Approval

**ARTICLE 95.** To see if the Town will vote to authorize the Town Manager and Board of Selectmen to grant a non-exclusive easement on terms and conditions deemed to be in the best interest of the Town for the purposes of motor vehicle and pedestrian access over the following described land: owned by the Town starting at a point at the intersection of Andover Street, Lot 9 and Lot 12 shown on Assessor's Map 117 and going Westerly along Andover Street 12 feet; thence turning Northerly in a line which is parallel to Assessor's Lot 12, to Assessor's Lot 11; thence turning in a Southeasterly direction to Assessor's Lot 12; thence in a Southerly direction 173 feet to the point of beginning. This easement is to be used solely for pedestrian and motor vehicle use to access a garage to be built on Lot 12 and shall be granted upon the condition that no motor vehicles may park or otherwise obstruct such easement area. The easement area is a portion of the land owned by the Town of Andover as shown on Assessor's Map 117 as Lot 9 and is located off of Andover Street.

On petition of Michael Freidberg and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 95 by a Majority vote.

**ARTICLE 96.** To see if the Town will vote to amend Appendix E - Traffic Article V. Section 1., General Prohibitions, by adding the words "or curbed planning strip" to the end of Section V.1.(b). The by-law would be as follows:

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No person shall stand or park and no person shall allow, permit or suffer any vehicle registered in his name to stand or park in any of the following places:

- (a) Within any intersection
- (b) Upon any sidewalk or curbed planting strip
- (c) Upon any crosswalk

or take any other action related thereto.

On petition of Ronna P. Markell and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 96 by a Majority vote.

**ARTICLE 97.** To see if the Town will vote to authorize the Board of Selectmen to accept a grant of land for purposes of expanding the existing layout of a portion of Lowell Street, at no cost to the Town, which layout expansion involves a strip of land on the southerly side of Lowell Street near the Tewksbury Town Line along the front of Assessor's Map 221, Lots 7A & 7B, said strip of land totaling approximately 2,287.4 square feet (0.053 acres) and being approximately shown on a Plan of Land entitled "Exhibit Plan of Land in Andover, Massachusetts (Essex County) Parcel of Land to be Designated for Roadway Improvement Purposes" dated January 21, 1999, prepared by BSC; the final layout to be depicted on a plan of land duly recorded with the Registry of Deeds and acceptable in all respects to the Board of Selectmen; or take any other action relative thereto.

On petition of Richard G. Asoian and others

Upon motion made and duly seconded it was move to approve Article 97 as printed in the Warrant.

Upon motion made and duly seconded it was move to amend Article 97 by inserting after the words Selectmen" in the last line the following: "such conveyance to be at a time acceptable to the Board of Selectmen and subject to such further restrictions as the Board of Selectmen deem appropriate and in the interest of the Town of Andover;"

The amendment was approved by a Majority vote.

The amended motion was approved by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: Approval

**ARTICLE 98.** To see if the Town will vote to transfer from available funds and appropriate the sum of \$4,000 for the purchase and installation of five (5) free-standing signs to identify the boundaries of the Ballardvale Historic District, or take any other action related thereto.

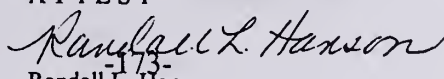
On request of the Ballardvale Historic District Commission

Upon motion made and duly seconded Article 98 was approved as printed in the Warrant in the amount of \$4,000 from available funds.

Finance Committee Report: Approval  
Board of Selectmen Report: Approval

Upon motion made by Town Counsel Thomas Urbelis and duly seconded it was voted by a Majority vote to dissolve the Annual Town Meeting at 11:45 P.M.

A true record  
ATTEST

  
Randall L. Hanson  
Town Clerk



**DIRECTORY OF TOWN OFFICIALS**  
**AS OF DECEMBER 31, 1999**

**ELECTED**

**BOARD OF SELECTMEN**

John P. Hess, Ch.	- 2001
Brian P. Major	- 2000
Lori A. Becker	- 2001
Larry L. Larsen	- 2000
Mary N. French	- 2002

**SCHOOL COMMITTEE**

Eric Nadworny, Ch.	- 2002
Frank Eccles	- 2000
Timothy M. McCarron	- 2000
Tina B. Girdwood	- 2001
Richard J. Collins	- 2001

**ANDOVER HOUSING AUTHORITY**

Ronald C. Hajj, Ch.	- 2001
Jason V. Fox	- 2000
Norma Villareal	- 2003
James A. Cuticchia	- 2004
Hartley M. Burnham*	- 2001

\* Appointed by Cabinet Secretary of  
Executive Office of Communities  
and Development

**REGIONAL SCHOOL COMMITTEE**

Leo J. Lamontagne, Ch., Lawr.	- 2002
Joseph M. Gleason, Andover	- 2000
Thomas L. Grondine, Methuen	- 2002
Ronald F. Ford, Methuen	- 2002
Evelyn A. Burke, Lawrence	- 2002
Sean Neilon, Lawrence	- 2002
Mark Ford, No. Andover	- 2002

**TRUSTEES OF PUNCHARD FREE SCHOOL**

Earl G. Efinger	- 2000
Joan M. Lewis	- 2000
John R. Petty	- 2000
Donna C. Ellsworth	- 2000
Dr. Eric Stubenhaus	- 2000
Reverend Calvin F. Mutti	
Reverend James M. Diamond	
Reverend Joseph W. LaDu	

**TRUSTEES, CORNELL FUND**

John H. Caswell	- 2001
Edward Cole	- 2002
Virginia H. Cole	- 2000

**TOWN MODERATOR**

James D. Doherty	- 2000
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## APPOINTED

### **TOWN MANAGER - REGINALD S. STAPCZYNSKI**

#### FINANCE COMMITTEE

Donald F. Schroeder, Ch.	- 2000
Margaret I. Jorgen	- 2002
Joanne F. Marden	- 2000
Robert T. King	- 2000
Richard D. Fox	- 2000
Cynthia Milne	- 2001
Thomas E. Fardy	- 2001
Margaret M. Bradshaw	- 2002

#### PLANNING BOARD

Michael H. Miller, Ch.	- 2001
Paul J. Salafia	- 2002
Vincent A. Chiozzi, Jr.	- 2003
Susan A. Aloviseti	- 2000
Linn N. Anderson	- 1999
Sheila M. Doherty - Associate	- 2001

#### MEMORIAL HALL LIBRARY TRUSTEES

Karen M. Herman, Ch.	- 2002
Patricia H. Edmonds	- 2000
Matthew L. Russell	- 2001
Thomas J. Swift	- 2001
Laurence J. Lamagna	- 2000
Ruth M. Dunbar	- 2002
Maria A. Rizzo	- 2000

#### BOARD OF HEALTH

Dr. Douglas Dunbar, Ch.	- 2000
Joseph I. Pelc	- 2001
Dr. Daniel E. Coleman	- 2002

#### DESIGN ADVISORY GROUP

Ann E. Constantine	- 2001
Susan W. Aloviseti	- 2001
Donald J. Harding	- 2002

#### CABLE ADVISORY COMMITTEE

John R. Dempsey, Ch.	- 2002
Annetta R. Freedman	- 2000
Barbara Worcester	- 2000
Gerald H. Silverman	- 2002
Roger L. Jenkins	- 2001

#### ZONING BOARD OF APPEALS

Daniel S. Casper, Ch.	- 2000
Carol C. McDonough	- 2001
Paul Bevacqua	- 2001
Peter F. Reilly	- 2002
Pamela H. Mitchell	- 2002
David W. Brown - Associate	- 2002
Nancy K. Jeton - Associate	- 2000
Stephen D. Anderson - Associate	- 2001
Lois Karfunkel - Associate	- 2000

#### CONSERVATION COMMISSION

Robert A. Pustell, Ch.	- 2000
Donald D. Cooper	- 2002
Paul J. Finger	- 2001
Thomas J. Murphy	- 2000
Gail L. Ralston	- 2000
Prasanta K. Bhunia	- 2002
Philip Sutherland	- 2001

#### PRESERVATION COMMISSION

Karen M. Herman, Ch.	- 2000
Ann E. Constantine	- 2002
Norma A. Gammon	- 2002
James S. Batchelder	- 2000
Dennis Ingram	- 2001
Raymond H. Flynn	- 2001
Mark DeLisio	- 2001

#### BOARD OF ASSESSORS

Bruce Symmes	- 2001
Archibald D. Maclaren	- 2000
John R. Petty	- 2002

#### TOWLE FUND

Phillip F. Sullivan	- 2002
Ruth E. Westcott	- 2000

#### RETIREMENT BOARD

James Cuticchia, Ch.	- 2002
Marianne O'Leary	- 2001
John C. Doherty	- 2002
James L. Edholm	- 2000
Rodney P. Smith	Open

**BALLARD VALE HISTORIC DIST. COMM.**

Dennis Ingram, Ch. - 2001  
 Diane R. Derby - 2002  
 Sherron Heller - 2001  
 Perry M. Raffi - 2002  
 Ron Abraham - 2000  
 Edward J. Morrissey - 2000  
 Christian Huntress - 2000  
 Charles Murnane, Jr. - Alt. - 2000  
 Ron Kravette - Alt. - 2000

**SCHOOL BUILDING COMMITTEE**

Mark B. Johnson, Ch. - 2001  
 Alan J. Champagne - 2002  
 Dr. Claudia L. Bach - 2002  
 John J. Driscoll - 2001  
 Tina B. Girdwood - 2002  
 Raymond E. Hender - 2000  
 Bernard R. Morrissey - 2000

**SPRING GROVE CEMETERY TRUSTEES**

Paul Caselle, Ch. - 2002  
 John S. Bigelow - 2002  
 Robert S. Hamilton - 2001  
 Arthur H. Richter - 2000  
 Joyce M. Ritterhaus - 2001

**YOUTH COUNCIL**

Colleen Georgian - 2002  
 Craig D. Gibson - 2002

**COMMISSION ON DISABILITIES**

Michael Warshawsky, Ch. - 2001  
 Mark Walker - 2001  
 Mark E. Van Doren - 2002  
 Justin J. Coppola, Jr. - 2001  
 Justin J. Coppola, Sr. - 2002  
 Madelaine St. Amand - 2000  
 Gilbert DeMoor - 2002  
 Karen Jacobs-Gold - 2002

**HOUSING PARTNERSHIP COMMITTEE**

David Hastings - 2002  
 Christopher D. Haynes - 2002  
 Lorene A. Comeau - 2002  
 Ronald C. Hajj - 2002  
 John D. O'Brien, Jr. - 2002  
 Susan G. Stott - 2002

**PATRIOTIC HOLIDAY COMMITTEE**

Calvin A. Deyermond, Ch. - 2000  
 John A. Campbell - 2000  
 John J. Lewis - 2000  
 Harold W. Wright - 2000  
 John C. Doherty - 2000  
 Edward J. Morrissey - 2000  
 Edward Cole - 2000  
 Susan W. Ratya - 2000  
 James M. Deyermond - 2000

**RECYCLING COMMITTEE**

James T. Curtis, Ch. - 2001  
 Anne Wein - 2000  
 Elizabeth Richter - 2001  
 Candy Dann - 2000  
 Jamie Doucett - 2002  
 Sheila Lane - 2001  
 Joyce Ringleb - 2001

**IND. DEV. FINANCING AUTHORITY**

Michael W. Morris, Esq., Ch. - 2000  
 Dr. Thomas J. Swift - 2000  
 John E. Shuman - 2001  
 Charles H. Wesson, Jr. - 2001

**DEVELOPMENT & INDUSTRIAL COMM.**

Dr. Thomas J. Swift - 2000  
 S. Joseph Hoffman - 2000

**CULTURAL COUNCIL**

Sharon R. Mason, Ch. - 2001  
 Mark Efinger - 2001  
 Marcelle Gregg - 2002  
 Barbara Rogers - 2001  
 Robert Katz - 2001  
 Norma Villarreal - 2001

**SCHOLARSHIP COMMITTEE**

Kathleen M. Hess - 2000  
 Win Ryan - 2000  
 Madhu Sridhar - 2000  
 Cynthia Milne - 2000  
 Sheila Doherty - 2000  
 Ruby Easton - 2000  
 David Reilly - 2000  
 Stephanie Smith - 2000  
 Rosalie Konjoian - 2000

**COUNCIL ON AGING**

Dorothy L. Bresnahan, Ch. - 2002  
 Martin Epstein - 2002  
 Oscar Rosenberg - 2002  
 Paul J. Salafia - 2000  
 Robert J. Schneider, MD - 2001  
 Arthur W. Smith - 2000  
 Deborah Silberstein - 2001  
 Elizabeth Tice - 2001  
 Marlies Zammuto - 2001

**MILLENNIUM COMMITTEE**

John McMullen, Ch. - 2001  
 Mary W. Moran - 2001  
 Antoinette Hauck - 2001  
 Harold J. Wright - 2001  
 Olga Palenski - 2001  
 Gwen L. Kearn - 2001  
 Stephen Stapinski - 2001  
 James Doherty - 2001  
 Arthur Smith - 2001  
 Bernice Downs - 2001  
 Judith Avery - 2001  
 Norma Gammon - 2001  
 Ted Teichert - 2001  
 Jeanne Madden - 2001  
 William Fahey - 2001  
 Mary Donohue - 2001  
 John Doherty - 2001  
 Kim Stamas - 2001  
 Eileen Woods - 2001  
 Mary Carbone - 2001

**GR. LAWRENCE SANITARY DISTRICT REP.**

John A. Petkus, Jr. - 2001

**MERR. VALLEY PLANNING COMM.**

Stephen L. Colyer - 2000

**DIR. OF EMERGENCY MANAGEMENT**

Brian J. Pattullo - 2000

**BOARD OF REGISTRARS**

Joanne D. Dee - 2000  
 Carolyn Simko - 2002  
 Wendall Mattheson - 2001

**SENIOR CENTER BUILDING COMM.**

Dorothy L. Bresnahan, Ch. - 2001  
 Spencer Johnson - 2001  
 Frank Sherman - 2000  
 Doreen Correnti - 2002  
 Parke Sickler - 2000  
 Tim Sullivan - 2001  
 Donna LaConti - 2002  
 Rita M. Carrier - 2002

**BALLARD VALE/LOWELL JUNCTION AREA  
TRAFFIC TASK FORCE**

Mary French, Chair - 2000  
 Philip Wormwood - 2000  
 Douglas White - 2000  
 Jean Verzola-Henry - 2000  
 Christian C. Huntress - 2000  
 Lawrence P. Johnson - 2000  
 Skip Hartwell - 2000  
 Joseph W. Watson - 2000  
 Ed Deloury - 2000  
 Arthur H. Barber - 2000  
 Michael Frishman - 2000  
 George H. Baxter - 2000  
 Dan Sullivan - 2000  
 Perry Raffi - 2000  
 Audrey Nason - 2000  
 William M. Langdell - 2000  
 Richard Nill - 2000

**NORTHEAST SOLID WASTE COMM. REP.**

John A. Petkus, Jr. - 2000

**MERR. VALLEY REG. TRANSIT AUTHORITY**

Stephen L. Colyer - 2000

**INSPECTOR OF ANIMALS**

Richard D. Lindsay, DVM - 2000

**VETERANS AGENT**

John C. Doherty - 2000



## TOWN OF ANDOVER DEPARTMENT/DIVISION HEAD DIRECTORY

### Community Development & Planning Department

Director of Health	Everett F. Penney, Jr.
Director of Planning	Stephen L. Colyer
Conservation Administrator	James A. Greer
Inspector of Buildings	Kaija M. Gilmore
Electrical Inspector	Richard J. Salenas
Plumbing, Gas & Sewer Inspector	Bruce P. Hale

Director of Community Services Mary L. Donohue

Director of Elder Services Jeanne M. Madden

Emergency Management Director Brian J. Pattullo

### Finance and Budget Department

Finance Director	Anthony J. Torrisi
Chief Assessor	Bruce A. Symmes
Collector/Treasurer	David J. Reilly
Information Systems Manager	Barbara D. Morache
Purchasing Agent/Insurance Coordinator	Elaine M. Shola
Veterans Service Agent	John C. Doherty

Fire Chief Harold J. Wright

Housing Authority Executive Director Christine L. Metzemaekers

Human Resources Director Candace A. Hall

### Plant and Facilities Department

Director	Joseph R. Piantedosi
Superintendent of Building Maintenance	Kenneth H. Parker
Superintendent of Parks and Grounds	John D. O'Donnell, Jr.
Superintendent of Plumbing, Heating and Electrical	Stephen J. George

Police Chief Brian J. Pattullo  
Operations Commander Lt. Richard W. Enos

### Public Works Department

Director	John A. Petkus, Jr.
Highway Superintendent	John F. Canavan, Jr.
Superintendent of Water & Sewer Distribution	Morris B. Gray
Town Engineer	Brian W. Moore

Memorial Hall Library Director James E. Sutton

Superintendent of Schools Dr. Claudia L. Bach

Town Accountant Rodney P. Smith

Town Clerk Randall L. Hanson

Town Counsel Thomas J. Urbelis

Town Manager Reginald S. Stapczynski

Director of Youth Services William D. Fahey

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## HOW CAN WE HELP YOU?

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### Mailing Address:

Town Offices, 36 Bartlet Street, Andover, MA 01810

### Business Hours at the Town Offices:

8:30 A.M. - 4:30 P.M. Monday - Friday  
(Building Division - 8:00 A.M. - 4:00 P.M.)

### Telephone Numbers:

POLICE/FIRE - EMERGENCY	911
Fire Department - Business	623-8466
Police Department - Business	475-0411
Animal Control Officer	475-0411
Town Offices Switchboard	623-8200
Fax Number	623-8221
DCS Classes & Activities	623-8273/8274
Department of Public Works	623-8350
Human Resources Office	623-8530
Memorial Hall Library	623-8400
Senior Center	623-8321
Superintendent of Schools	623-8501

Andover's Home Page: <http://www.town.andover.ma.us>

Memorial Hall Library's Home Page: [www.mhl.org](http://www.mhl.org)

Andover's Population: 30,500      Square Miles: 32

Number of Acres: 19,900  
1,728 controlled by Conservation Commission  
1,000 owned by A.V.I.S.  
889 owned by Commonwealth - Harold Parker State Forest

**Andover's Tax Rate:**      \$14.65 - Residential and Open Space  
    \$20.11 - Commercial/Industrial & Personal Property

**When are Taxes Due:** Taxes are due quarterly on the following dates:  
August 1st - November 1st - February 1st - May 1st

**Excise Tax Information:** Call Assessor's Office at 623-8264

### Recycling:

**Curbside Pickup:** Every other week - recyclables (glass - clear, green & brown - newspapers, magazines, junk mail and paper board (cereal & cracker boxes) and steel & tin cans - crush/flatten) will be collected on the same day as the trash collection. Place recycling bin curbside by 7:00 A.M. on your pick up day.

**Recycling Information & Complaints:** Call Waste Management, Inc. at 1-800-562-0321

**Recycling Site:** Third Saturday of each month at West Middle School from 9:00 A.M. to 1:00 P.M. Plastics (#1 & #2) and aluminum materials.

**Compost Site:** High Plain Road (Bald Hill area). Leaves and grass clippings. Open year round for walk-ins, drive-ins as announced in local newspapers.

**Rubbish Complaints or Inquiries:** BFI at 1-800-442-9006

**Pothole or Snow Removal Complaints:** Highway Division at 623-8426 or  
Dept. of Public Works at 623-8350

**How to Dispose of an Appliance:** Appliances can no longer be left curbside with your trash - their disposal is the homeowner's responsibility. Suggestions for disposal: hire a private contractor or check with the company where your new appliance was purchased to see if they will take the old appliance.



**Town Meeting and Election:**

Town Election is held the fourth Tuesday of March. Andover has an Open Town Meeting which is generally held four weeks following the Town Election.

**Voter Registration Information:**

Town Clerk's Office 623-8255

**Where To Inquire About or Obtain Licenses & Permits:**

Ballfield Permits & Rentals	Facilities Coordinator at Town House	623-8450
Birth Certificate	Town Clerk's Office	623-8255
Building Permits (construction, plumbing, gas, electric)	Building Division (Office Hours: 8:00 A.M. - 10:00 A.M.)	623-8301
Business Certificate	Town Clerk's Office	623-8255
Death Certificate	Town Clerk's Office	623-8255
Dog License	Town Clerk's Office	623-8255
Fishing & Hunting License	Town Clerk's Office	623-8255
Food Service License	Health Division Town Clerk's Office	623-8295 or 623-8255
Liquor License (Annual or One-Day)	Town Clerk's Office	623-8255
Marriage License	Town Clerk's Office	623-8255
Open Air Burning Permit	Fire Department	623-8466
Smoke Detector Permit	Fire Department	623-8466
Street Opening Permit	Dept. of Public Works	623-8350
Town House Rental	Facilities Coordinator at Town House	623-6450
Zoning By-law Variance	Building Division Board of Appeals Office	623-8301 or 623-8315

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**HOW TO REACH YOUR ELECTED OFFICIALS**

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**United States Senators:**

The Honorable Edward M. Kennedy (D)  
2400 John F. Kennedy Federal Building, Boston, MA 02203  
(617) 565-3170  
SR-315 Russell Senate Office Building, Washington, DC 20510  
(202) 224-4543

The Honorable John F. Kerry (D)  
One Bowdoin Square, Boston, MA 02114  
(617) 565-8519  
SR-362 Russell Senate Office Building, Washington, DC 20510  
(202) 224-2742

**United States Representative:**

Honorable Martin T. Meehan (D)  
Fifth Congressional District  
11 Kearney Square, Lowell, MA 01852  
(508) 459-0101  
1216 Longworth House Office Building, Washington, DC 20515  
(202) 225-3411

**State Senator:**

Susan C. Tucker (D)  
Second Essex & Middlesex District  
6 Farrwood Drive, Andover, MA 01810  
State House, Room 416B, Boston, MA 02133  
(617) 722-1612

**State Representatives:**

Barry R. Finegold (D)  
Seventeenth Essex District  
16 Balmoral Street, Andover, MA 01810  
State House, Room 436, Boston, MA 02133  
(617) 722-2575

David M. Nangle (D)  
Eighteenth Middlesex District  
43 Crowley Street, Lowell, MA 01852  
State House, Room 448, Boston, MA 02133  
(617) 722-2582

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## WE WOULD LIKE TO HEAR FROM YOU

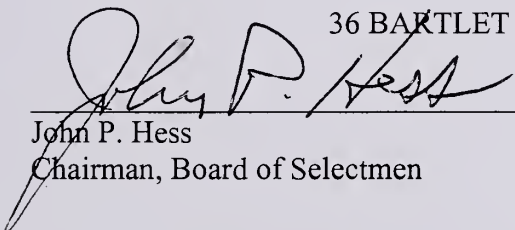
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The Board of Selectmen and Town Manager welcome your ideas and comments about our municipal services and policies, or any general comments you may have about the Town of Andover. Please let us know what you think on this survey and return it to:

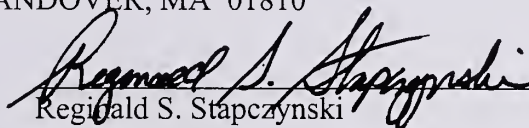
TOWN MANAGER'S OFFICE

TOWN OFFICES

36 BARTLET STREET, ANDOVER, MA 01810

  
John P. Hess

Chairman, Board of Selectmen

  
Reginald S. Stapczynski

Town Manager

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Tell us one thing that you really like that the Town does.

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Tell us one thing that you would like to see improved upon.

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